RG104 Entry 235

Volume 464

January 1, 1925 – December 31, 1925

Letters Sent to

Denver Mint

Press copies of letters and telegrams sent from U.S. Mint headquarters to various official and individual recipients.

Text quality ranges from good to extremely faint. Tight binding also limits visability of the left side of some documents. Pages were scanned using a white back-up sheet to improve legibility.

RG 104 RECORDS OF THE BUREAU OF
THE MINT

Records of the Bureau of the
Mint
Correspondence

LETTERS SENT, 1873-1917

Vol. 464 of 600
NC-152, Entry 235

Press Copies
of
Letters Sent

1925

Jany. 1, to Decr. 31

Denver
New Orleans
Carson
and
New York.

Bureau
of the
Mint

Treasury Department

Denver
1925

Denver - 1925

January 3, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill of the American Railway Express Co., amount $288.00, covering express charges on shipment of $5,000 in new nickels, and $5,000 in new cents, Denver, Colo. to Dallas, Texas, November 17, 1924.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

January 3, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 4,000.00
Wages of Workmen - - - - - - -	11,000.00
Contingent Expenses- - - - -	3,000.00
Total - - -	$18,000.00

Respectfully,

R. J. Grant
Director of the Mint.

e

January 5, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the D. & R. G. W. R. R. Co., amount $262.23, covering freight charges on 756 sacks concentrates, Denver, Colo. to Leadville, Colo., October 10, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

January 6, 1925

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund - Charges on Silver Dollar Bullion Sold, on account of extra expense incident to refining silver bullion during the month of November, 1924, has been deposited to the credit of the appropriation indicated:

$2,386.96 - Wages of Workmen, Mint at
Denver, 1925. C. D. #32188, dated
December 23, 1924.

This amount is deposited without personal credit and should not be taken into your account current.

Respectfully,

Acting Director of the Mint.

e

January 7, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill of the American Railway Express Co., amount $215.45, covering express charges on shipment of $5,000 in new one cent pieces, Denver, Colo. to Dallas, Texas, October 30, 1924.

Respectfully,

M M O'Reilly

Acting Director of the Mint.

enc.
e

January 7, 1925.

The Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Reference is made to your letter of January 3, 1925, replying to Bureau letter of December 27, 1924, concerning the setting up and reporting of encumbrances against appropriations, with monthly report of liquidations and adjustments against same, covering transportation of passengers, freight and expressage.

As requested in your letter, it will be satisfactory to this office for you to begin the setting up and reporting of encumbrances of the nature mentioned as of January 1, 1925. Care should be taken so that only such items as are actually encumbered on or after January 1st are set up and reported by you. That is, should freight, express or passenger transportation bills come to your attention on or after January 1, covering services rendered prior to January 1, no encumbrance should be set up by you.

Whenever an order is given to the Philadelphia Mint or any other vendor covering supplies the transportation cost on which, it is reasonable to presume, will be payable from your appropriation, an encumbrance should be set up estimated to be sufficient to cover the cost of same. While such an encumbrance doubtless will not be accurate it should be as near to the estimated actual cost as possible. The purpose of setting up an encumbrance, which is to reserve, as nearly as may be, sufficient funds for future payment of the liability and thus avoid the unwitting creation of a deficiency, will thus be served.

When partial shipments are made a record should be kept of the portion of such articles received by parcel post and otherwise in order that, after receipt of the complete order and of Bureau's notice that bill has been rendered, you may have some method of determining the adjustment on your encumbrance. As you are at times unable to anticipate method of shipment your judgment, based on prior experience, will have to be the basis for determining the amount to be encumbered in each instance. The Bureau's letters of advice to you when bills are forwarded to the General Accounting Office for settlement give sufficient data to enable you to identify the orders covered. From these letters of advice and from the record kept by you of receipts it will be known when all transportation bills covering a certain order have been rendered and necessary adjustments can then be made.

The rule for determining the year chargeable with transportation costs is the date on which the shipment is delivered to the carrier. Should it so happen that at the end of a fiscal year an order or part thereof remains undelivered a deduct adjustment should be made in the accounts of the fiscal year coming to a close to allow for transportation charges originally set up but not incurred. In the accounts of the new fiscal year an encumbrance should be set up to care for the transportation on the undelivered order.

The Bureau realizes the difficulties encountered with these items and your cooperation is appreciated.

Respectfully,

M. M. O'Reilly

e Acting Director of the Mint.

P.S.: In case a bill rendered by a carrier, as per Bureau's letters of advice of transmission of voucher to the General Accounting Office for settlement, covers transportation charges on several items, each of which pertain to different orders, the charges should be distributed to the various orders in amounts estimated by you to be their approximate share of the cost.

January 7, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

The Assayer in Charge at Deadwood, S. D. is in urgent need of graphite crucibles and as his contingent appropriation is extremely small, it has occurred to me that you may have graphite crucibles of the following sizes: four of each of which you might be able to spare for Deadwood:

No. 50; No. 12; No. 10.

It will be necessary for you to forward these to the Deadwood Office without charge with the understanding that the Deadwood Office would pay the transportation. However, before making any shipment, please let this Bureau know if you can spare these crucibles and you will be further instructed.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

O:f

2—5738

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:
NIGHT MESSAGE

Washington,

January 8, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

You are authorized to accept bid Baltimore Copper Smelting and Rolling Company for refinery sweeps this being higher of two bids received.

O'REILLY
Acting Director

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR Contingent Expenses, Mint Bureau, 1925.
The appropriation from which payable must be stated on above line.
DEPARTMENTAL STOCK FORM 2125

2—5738

January 8, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Co., amount $5.81, covering express charges on the following shipments has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, 10 obv. & 10 rev. quarter dollar
dies, nos. 146 to 155 and 151 to 160,
respectively, Phila., Pa. to Denver,
Colo., November 17, 1924 - - - - - - - - - $1.79

1 box, 5 obv. & 5 rev. quarter dollar
dies, nos. 156 to 160 and 161 to 165,
respectively; 5 obv. & 5 rev. dime dies,
nos. 166 to 170 and 151 to 155, respectively, Phila., Pa. to Denver, Colo.,
November 19, 1924 - - - - - - - - - - - - 1.79

1 box, 10 obv. & 10 rev. one cent dies,
nos. 271 to 280 and 266 to 275, respectively; 10 obv. nickel dies, nos.
191 to 200, Phila., Pa. to Denver, Colo.,
November 20, 1924 - - - - - - - - - - - - - - 2.23
Total bill - - - $5.81

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

January 12, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of January 9 please forward to this Bureau the set of Class A Standard Weights, Troy and Metric. The weights will be transmitted from this office to the Bureau of Standards with the request that they be checked.

Respectfully,

R. J. Grant
Director of the Mint.

FR

January 17, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Will you please ship to the United States Assay Office at Deadwood, S.D., the following crucibles which it is understood you have on hand at your Mint and for which you have no further use:

4 No. 50 Crucibles
4 No. 14 "

It is understood that the cost of transportation on these crucibles will be paid by the Assay Office at Deadwood.

The Assayer in Charge at Deadwood has been sent a copy of this letter.

Respectfully,

R. J. Grant
Director of the Mint.

January 19, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Department in urgent need of additional gold coin for certificate issues
Hope you will be able to coin eight million this month

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

January 20, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Please wire today deliveries gold coin from and including January seventeenth to close business last night and wire delivery gold coin each day until further instructed

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

January 20, 1925.

Night

Superintendent, U.S. Mint,
Denver, Colorado.

Please deliver gold coin and wire daily until further instructed Letter follows Night messages in code satisfactory

O'Reilly

Acting Director

January 20, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Beg to confirm telegram of today, reading as follows:

> "Please deliver gold coin and wire daily until further instructed. Letter follows. Night messages in code satisfactory."

The Bureau appreciates that the daily delivery of coin instead of periodical accumulated deliveries is troublesome, but the Treasury is in a jam for gold coin to cover gold certificate issues at the present time. This condition may last but a few days when you will be advised to discontime daily telegrams. Until then we will be obliged to trouble you to make daily deliveries and wire. Please regard this information as confidential.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

January 21, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $1,217.01, covering shipments of $25,000 in nickels and $19,960 in cents during the months of November and December, 1924.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e
enc.

January 22, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills of the American Railway Express Co. have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, oil samples, Denver, Colo. to Washington, D. C., December 6, 1924 - - - - - - - -	$1.08
1 box, 15 double eagle dies, nos. 36 to 50, Philadelphia, Pa. to Denver, Colo., Dec. 16, 1924 - - - - - - - - - - - - -	2.32
Total - -	$3.40

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

January 23, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.93, covering insurance on shipments of minor coin, valued at $19,000.00, during the month of December 1924.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

January 23, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to refining silver bullion, purchased under the terms of the Pittman Act, during the month of December, 1924, has been deposited to the credit of the appropriation indicated:

> $2,618.58 - Wages of Workmen, Mint at
> Denver, 1925. C. D. #33028, dated
> January 9, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

e

OR

January 26, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the Chicago, Burlington & Quincy Railroad Company, amount $8.22, covering freight charges on 1 box stationery and 1 box printed forms, Washington, D. C. to Denver, Colo., October 27, 1924, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

January 26, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of January 24 asking if it will be possible to permit Professor W. W. Scott and nine students to witness the operations of the Mint, I regret to be obliged to advise you that the regulation closing the mints to visitors has not been waived, and we are not allowed to suspend the order. The Department has consistently withheld such permission from the different institutions, and I am sure you will appreciate the position of the Bureau in that it feels obliged to carry out this order impartially.

Respectfully,

Acting Director of the Mint.

1—5736

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

January 31, 1925.

Superintendent, Mint,
Denver, Colorado.

Without increasing force and working twelve hours where necessary can you coin ten million or more in double eagles.without minor or other coin.

Grant
Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES

Cont . Ex. Mint Bureau 1925.

CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR ....

1—5736

The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2128

January 31, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

In checking up the expenditures of each of the mints and assay offices during the first half of the current fiscal year, it is noted that at the Denver mint the net expenditure under the wages appropriation approximates $6,000 less than one half of the total available funds for wages during the year. Probably this is due to reimbursements from the silver dollar fund of amounts in excess of a proper proportion of the extra refinery costs incident to the refining of Pittman Act bullion.

It is requested that future vouchers for reimbursements from the silver dollar fund be reduced in amount as it is the purpose to use this fund only to the extent absolutely necessary.

Respectfully,

R. J. Grant
Director of the Mint.

F:f

January 31, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

You are hereby authorized and requested to transfer on February 5 to the Philadelphia Mint 600,000 ounces subsidiary silver bullion at your average price of such bullion on December 31, $0.64925 equal to $389,551.03; also to transfer from the Philadelphia Mint to your institution at the same time 600,000 ounces of Pitman Act bullion at $1 per ounce.

No bullion will be shipped. These transfers are for the purpose of making available at Philadelphia Mint subsidiary silver bullion on hand but not required for immediate use at your institution.

A copy of this letter will be forwarded to the Philadelphia Mint for their guidance in recording the transfers in question, and a copy to the Treasurer of the United States for his information.

Respectfully,

R. J. Grant
Director of the Mint.

F:f

February 3, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 4,000.00
Wages of Workmen - - - - - - -	11,000.00
Contingent Expenses - - - - -	4,000.00
Total - -	$19,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F

February 4, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith is being returned form 474A, U. S. Coin Received for Melting and Recoinage during the quarter ended December 31, 1924, with request that it be amended to include the following items appearing on form 61, opposite the heading of "Redeposits Purchased" --- domestic gold coin 4.788 fine ounces, domestic silver coin 144.60 fine ounces.

Respectfully,

M. M. O'Reilly

F:f

Acting Director of the Mint.

February 7, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the Union Pacific Railroad Company, in amount $23.16, covering freight charges on the following shipments, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

5 bales, 1,500 #2 coin bags, Philadelphia, Pa. to Denver, Colo., December 15, 1924 - - - -	$ 6.82
7 bales, 3,500 #2 coin bags, Philadelphia, Pa. to Denver, Colo., December 31, 1924 - - - -	16.34
Total - -	$23.16

Respectfully,

R. J. Grant
Director of the Mint.

e

February 7, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Herewith find for cancellation voucher in favor of E. G. Smith, covering pay roll for the last half of January, for net payment of $83.73. As the voucher now stands it ranks with the pay roll as an expenditure document and should appear on the abstract of expenditures as such.

However, the amount paid Mr. Smith is included on the pay roll and expenditure is claimed as having been made on the pay roll.

Please file a receipt for cash payment (form 941 inclosed) in lieu of the inclosed voucher.

It is noted that the voucher carries indication of being a charge against the appropriation "Contingent Expenses" instead of "Wages of Workmen".

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
Inc.

February 7, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

The Bureau is in receipt of your requisition for 250 post cards, form 633 B, production sources of bullion deposits, but no request for the printed letter, form 633 A, which goes with the post cards. Do you not also need additional copies of form 633 A? Requisition for post cards is being forwarded to the Printing Office for 500 copies instead of 250.

Respectfully,

R. J. Grant
Director of the Mint.

F:f

GR

February 9, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Replying to your letter of February 5 this letter will be authority for you to melt up the ingots you have on hand, other than double eagle ingots, with the exception of any quarter eagle ingots you may have on hand.

Respectfully,

R. J. Grant
Director of the Mint.

S.P.

Two Separate Messages February 12, 1925.

Superintendent, United States Mint, Denver, Colorado.
Superintendent, United States Mint, San Francisco, California.

Assay Commission reports all coins from your mint satisfactory

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

February 13, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

Replying to your letter of the 9th in regard to the Homestake bullion, the Deadwood Assay Office tried some time ago to have that bullion deposited there, but we discouraged that for the reason that we would have to pay the expressage on it from either Denver or New York, and it is much cheaper for the Government to have the shipping company pay the express to the point where the bullion will be used. The Homestake Company's office is in New York and for that reason they prefer doing business with the New York Assay Office. However, if they would rather ship to Denver we have nothing to say, as we can use it in the refinery there as well as in New York, but I doubt whether or not you can have the change made.

In regard to your inquiry regarding the cleaning of rolls, we have only one set of rolls in the Bureau and that is used for gold, silver and lead. They use emery cloth for cleaning these rolls and I have my doubts whether that is the proper method or not. I am going to New York next week and will find out what system they have there and will let you know later. It is very important that these rolls be cleaned, and particularly since gold and silver are used on the same rolls. In Philadelphia I know they clean the rolls with alcohol, denatured. I shall investigate the matter and report to you later.

We had some trouble using cyanide to clean blanks in Philadelphia and have changed back to the old acid method. I wish you would have Mr. Wells write me fully as to the method used in Denver when they were coining silver dollars. Give me the process from the time the blanks go into the furnace until they are ready for coining; the length of time in the tumbling barrel with acid; the number of wash waters used, and how long the blanks are left in the soap-water. While our blanks in Philadelphia are clean enough they do not seem to be as white as we used to get in Denver. Would also like to know the amount of acid used.

The Assay Commission got through inspection last night and all coins were reported within the limit both as to weight and assay. You will get a full report on this later.

Respectfully yours,

Director of the Mint.

February 17, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the Union Pacific Railroad Company, amount $16.00, covering freight charges on 6 bales, 3,500 no. 2 coin bags, Philadelphia, Pa. to Denver, Colo., January 8, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

e

February 20, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Temporary appointment McCarthy elevator conductor approved

O'Reilly
Acting Director

OR

Cont. Ex. Mint Bureau, 1925.

February 21, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized purchase one ton slab zinc

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

February 21, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Confirming our telegram of today:

"Authorized purchase one ton slab zinc"

It is understood that you have invited bids covering this purchase and that the bid of approximately $350.00 is the lowest one received by you.

Respectfully,

Acting Director of the Mint.

February 24, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

In order to complete the records of this Bureau will you please advise us the rating given Mr. Joseph Hurd on his furlough card.

Respectfully,

R. J. Grant
Director of the Mint.

mR

February 24, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of February 13 please be advised that due to the fact that Mr. Tecumseh S. Foltz has not the required fifteen years of service he is not eligible for retirement. Application should be made for refund of the amount deducted from his pay, which will be returned to him through the Pension Office in due course. "Application for Refund" is enclosed.

Respectfully,

R. J. Grant
Director of the Mint.

AR

February 25, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of February 18 you are authorized to purchase a Funk & Wagnalls unabridged dictionary, payment to be made from the contingent fund of your mint.

This dictionary can be obtained in Washington at a discount of 10%, or $14.40, and could be shipped to you under frank. While the saving is small it is necessary for us to make it wherever possible, and unless you can purchase this dictionary at as good a price in Denver, namely $14.40, we will purchase it for you and ship it.

Respectfully,

R. J. Grant
Director of the Mint.

February 27, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Kindly be advised that the following amount, representing reimbursement from the Special Fund-Charges on Silver Dollar Bullion Sold, on account of extra expense incident to refining silver bullion purchased under the terms of the Pittman Act, during the month of January, 1925, has been deposited to the credit of the appropriation indicated:

$2,561.44 - Wages of Workmen, Mint at Denver, 1925. C. D. #35574, dated February 21, 1925.

This amount is deposited without personal credit to you and should not be taken into your account current.

Respectfully,

R. J. Grant
Director of the Mint.

e

February 27, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

In looking over the settlement sheets for sweeps of last year, I notice a wide discrepancy between the mint sample and the returns from the smelter. In two cases the smelter get much less than the mint and in the third case the smelter gets more than the mint. In all three cases your contingent account suffers. With sweeps ground as fine as you grind them I do not see any excuse for such a wide variation in sampling.

My experience in sampling ore, which has been rather extensive, has proven to me that the shipper can make a very close check on a shipment if properly handled. For instance, we have shipped ore without being crushed, many of the lumps weighing 50-100 pounds, taken a grab sample which resulted sometimes in our getting within as close as 5% of the smelter. I think the solution of our sweeps problem is to get your sample as close as you possibly can and as close to settlement time as you can with safety. Send out samples to three buyers and ask them to give you a treatment rate on the ore; handle the sweeps just as a miner handles his ore sent to the smelter for treatment, except in order to comply with the Government rules you would have to ask for three bids. If only one of them asnwered you could take that one. I think we could get better results from the smelter. In shipping the way we do the smelter always bids low and is afraid to give us a full value for fear of a mistake, and in order to protect himself he bids high or low as the case may be.

I think if you made your clean-up as close as possible and arranged to ship to Leadville say not later than May 15 you would have your return in by the time the settlement committee was ready for it. Think this over and let me have any suggestion you want to make on the matter.

Respectfully yours,

R. J. Grant
Director of the Mint.

February 28, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The Bullion Account Current for the quarter ended December 31, 1924, has been amended to show transfers of 500,000 ounces silver to and from the Philadelphia Mint instead of from Subsidiary Silver Bullion Account to Pittman Silver Bullion Account.

Memorandum of Bullion Received accompanying Deposit Certificate #643, Frank Mindlin Co. shows weight in words as 6.65 ounces while in figures amount is shown as 6.05 ounces. As the former amount agrees with assay report the figures on memo have been amended in this office to show weight as 6.65 ounces, other evidence indicating this as the correct weight.

Deposit Certificates #847, 848, 849, 850, 851, 876, 877, 878, 879, 880, 881, 883, 884, 885, 886, 887, 888, 889, 925, 926, 927, 928, 929, 930, 963, 964, 965, 966, 967, 968, 969, 980, 1038, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051, 1052, 1053, 1054, 1055, 1063, 1067, 1071, 1072, 1074, 1075, 1076, 1077, 1078, 1079, 1080, 1081, 1082, 1084, 1088, and 1092 are enclosed for indication that W. F. Bowen signed as acting assayer. Attention is invited to previous correspondence on this subject. If the penwork following Mr. Bowen's name is intended to convey any information it is wholly illegible.

Please forward copy of Bureau authority for purchase of rugs as covered by voucher #64, The Daniels & Fisher Stores Company, $69.50, also copy of authority for purchase of gas masks as covered by voucher #61, Julius Pearse Fire Dept. Supply Co., $56.50. Information is also requested as to the use and necessity for the purchase of gas masks and rubber boots, to support the voucher before the General Accounting Office.

Wages payroll for the period October 1 to 15, is enclosed for correction and return. An error has apparently been made in addition. Verification of roll in this office gives additional amounts for the following columns: Retirement $0.04; Regular (basic) compensation $1.36; Gross Amount Earned $1.36 and Net

Amount Paid $1.32. If these amounts are correct your book records should be changed, also Ordinary Account Current, Asset and Liability Statement as of December 31, 1924, and Schedule of Payrolls and Vouchers Paid during the month of October, which are herewith returned. As your records now stand claims for expenditures are less than your actual disbursements.

Please forward copy of Bureau authority for purchase of window shade and rug as covered by voucher #70, The Daniels & Fisher Stores Company, $58.23.

Reference is made to voucher #85, Schaefer Tent & Awning Co., $35.00, covering purchase of 500 anode sacks. Could not these sacks have been procured from the Philadelphia Mint in conformity with established policy?

Payrolls for the period November 1 to 15th are returned for insertion of stamp re retirement deductions opposite employees names who do not come within the provisions of the Retirement Act.

Wages Payroll for the period November 16 to 30th shows payments of $14.50 to R. G. Arnold and Harry Baskind, Skilled Workmen at $5.80 per diem, on account of 2½ days overtime worked, but the time is not indicated on roll. Amendment of payroll to show this time will be made in this office.

Schedule of Payrolls and Vouchers paid during the month of December is returned for amendment to include payrolls for the period November 16 to 30, which payrolls were paid in December.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
e

February 28, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of February 18 please be advised that we have had the matter of the transfer of Singleton Harris up with the Secretary's office and we are advised that Harris is carried as un unclassified laborer in the Custodian Service. It will not be possible therefore to transfer him to the classified position of Janitor in the Mint. If you will forward a recommendation for the transfer of Harris as an unclassfied laborer it will be approved by this office, and forwarded to the Secretary for prompt action.

Respectfully,

R. J. Grant
Director of the Mint.

March 2, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of February 26 relative to the selection of watchmen from the Civil Service lists, I have considered the matter and believe it would be inadvisable to request the Civil Service to prepare a special examination for Guards as distinguished from Watchmen in the Mint Service. In my opinion the qualifications called for in the position of guard could be required when we ask the Civil Service for an examination for watchman. I believe I would find it difficult to distinguish between the qualifications required for watchmen and guards in our service.

Respectfully,

R. J. Grant
Director of the Mint.

March 2, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

I have your letter of February 25 enclosing the resignation of Mr. J. W. Cobbey.

The Appointment Division, Secretary's Office, requires that we state on all letters of resignation whether the resignation was with or without delinquency on the part of the employee. Will you kindly call attention to this for future cases.

The Department regulations also require that all letters relating to personnel be sent to the Department in triplicate. This is necessary for the reason that we are required to send two copies to the Secretary's office and necessarily have to have one copy for the files of this Bureau.

Respectfully,

R. J. Grant
Director of the Mint.

March 2, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 3,800.00
Wages- - - - - - - - - - - -	9,000.00
Contingent Expenses- - - -	4,000.00
Total- - -	$16,800.00

Respectfully,

R. J. Grant
Director of the Mint.

e

March 5, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Appointment Driscoll watchman vice Hurd furloughed approved

O'Reilly
Acting Director

Cont, Ex. Mint Bureau, 1925.

March 6, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Company, amount $1.34, covering express charges on 1 box, U. S. 1¢ coinage dies, Philadelphia, Pa. to Denver, Colo., January 5, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

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March 10, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

We have received an order from the Secretary of the Treasury to coin 100,000 $2.50 gold pieces before October 1. This coin is small and will be hard to handle. I would like to have the word done at the Denver Mint because it would not interfere with other coinage as much as it would in other places. You could devote your entire coining Department to that work for the time being.

I would like to have you take the matter up with Mr. Wells and find out if he thinks it possible or feasible to weigh these pieces on the automatic scales and shave them in the shaving machine, or would it be necessary to do all the weighing by hand according to the old method. Please go into this matter thoroughly and let me hear from you as soon as convenient. We would not attempt to start this coinage before Settlement time. It might be well to take that matter up with Mr. Wells also, and find out if it would not be a good time to start coinage right after settlement, and get it out of the way if we can so arrange. At the present time we are rushed for double eagles and may have to continue after settlement. You might also let me know how long it would take to make these coins.

I met your old friend Gibson on the street this afternoon and had a nice visit with him. He has been sick and has had a slight operation, but didn't tell me what it was. He is feeling much better.

The Assay Commission Report is now in the hands of the Printer and will be sent out as soon as finished. You can then see what you have done for the past year, and I know you will be pleased.

With kindest regards to you all, I remain,

Respectfully yours,

Director of the Mint.

March 10, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Reference is made to paragraphs 5 and 6 of your letter of March 4, in reply to Bureau letter of February 28, 1925, concerning the purchase of rugs. Carpets and rugs are a part of the equipment for which authority of the Bureau should be obtained prior to purchase, as per paragraph 5 on page 19 of the Regulations.

Respectfully,

R. J. Grant
Director of the Mint.

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March 11, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills of the American Railway Express Co. have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, one Bristol steam gauge, Denver, Colo. to Waterbury, Conn., 1-21-25 - - -	$ 2.28
1 box, 10 obv. and 15 rev. double eagle dies, nos. 71 to 80 and 36 to 50, respectively, Philadelphia, Pa. to Denver, Colo., 2-2-25 - - - - - - -	3.30
1 box, 10 obv. and 10 rev. one cent dies, nos. 73 to 82 and 61 to 70, respectively, Philadelphia, Pa. to Denver, Colo., 2-4-25 - - - - - - - - - -	1.79
1 box containing standard weights, value $500.00, Denver, Colo. to Washington, D. C., 1-29-25 - - - - - -	9.27
1 box platinum, value $900.00, New York, N. Y. to Denver, Colo., 2-25-25-	1.33
Total- - - - -	$17.97

Respectfully,

R. J. Grant
Director of the Mint.

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March 12, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The Bureau is in receipt from the General Accounting Office of copy of Certificate of Settlement #C-22165-T, dated February 24, 1925, of your ordinary accounts for the quarter July 1 to September 30, 1924, wherein it is noted suspensions totaling $1,547.95 have been made. Your reply to the General Accounting Office for removal of these suspensions should be made through this office, rather than direct. See Regulations, page 32.

Respectfully,

R. J. Grant
Director of the Mint.

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March 13, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Replying to your letter of March 10, you are hereby authorized to purchase for the use of the Cashier's Office, one No. 12 B, Remington Typewriter, pin-point type, Gothic Indenting, No. 15, it being understood that an allowance of $5.00 will be made for the old Remington machine, pin-point type, making the total cost of the new machine $70.00.

Respectfully,

R. J. Grant
Director of the Mint.

March 17, 1925.

Hon. Frank E. Shepard,
Superintendent, United States Mint,
Denver, Colorado.

Dear Mr. Shepard:

I am enclosing copy of a letter from the Bureau of Standards in regard to weights from your mint. Please furnish us with weights according to the list so that they may be turned over to the Bureau of Standards.

Respectfully yours,

R. J. Grant
Director of the Mint.

March 18, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Secretarys office authorizes immediate employment Harris

O'Reilly

Acting Director

Cont. Ex. Mint Bureau, 1925.

March 21, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of March 13 with reference to the purchase of rugs for your Mint, please be advised that the procedure outlined in Bureau letter of March 10 should be followed in making such purchases. Bulletin No. 3, Office of the Chief Coordinator, has reference only to clearance through the General Supply Committee, and in no way affects the Mint Regulations requiring authority from this Bureau prior to purchase.

Respectfully,

R. J. Grant
Director of the Mint.

March 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Co., amount $1.23, covering express charges on the following shipments, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 box, oil samples, value $10,
Denver, Colo. to Bartlesville,
Okla., January 30, 1925 - - - - -$0.55

1 box, oil samples, value $10,
Denver, Colo. to Pittsburgh,
Pa., January 27, 1925 - - - - - - .68
Total- - -$1.23

Respectfully,

R. J. Grant
Director of the Mint.

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April 1, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries	$3,900.00
Wages of Workmen	8,500.00
Contingent Expenses	4,000.00
Total	$16,400.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

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April 1, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

Herewith please find copy of a communication addressed to all mint service institutions with regard to the procurement of equipment, etc., as partial answer to your inquiry of March 25.

With regard to the very large window shade mentioned in your letter will state that this item was mentioned only incidentally in the Bureau's letter, it appearing on the voucher with rugs. However, if the purchase had been of a number of window shades for general replacement in the institution the provisions of paragraph 5 on page 19 of the Regulations would have applied.

As regards rubber boots, you are doubtless aware from previous correspondence that articles of personal wear, if for individual use, are not a proper charge to Government appropriations. In this case it was presumed that the boots were for general, rather than for individual, use in the refinery, but since that information did not appear on the voucher it was necessary to develop it for the information of the auditing clerks in the General Accounting Office.

As regards gas masks - this is a very unusual purchase for mint use and in the absence of information as to the purpose for which to be used, it is probable that the item would have been suspended or disallowed in the General Accounting Office. Vouchers covering unusual purchases of this kind should carry sufficient information in order that persons unfamiliar with mint practices and operations may intelligently pass upon the question of whether the articles are legitimate expenses of mint service appropriations.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

Night April 6, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Obliged to withhold approval your recommendation promotion Hobson Your District Secretary states no record he has qualified as helper Suggest you request District Secretary approve his temporary appointment pending his qualification with experience examination

Grant
Director

Cont. Ex. Mint Bureau, 1925.

April 6, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the Union Pacific Railroad Company, amount $3.16, covering freight charges on 1 bale, 100 anode bags, Philadelphia, Pa. to Denver, Colo., March 3, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

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April 6, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am returning your letters of April 1 and 3 relative to changes in personnel.

In the case of Patrick Ryan, please be advised that Mr. Ryan is carried as a skilled workman, his title of "furnace man" being merely regarded as descriptive of his duties. The Civil Service Commission does not recognize the title of furnace man. It will therefore be necessary for you to change your letter recommending the transfer of Mr. Ryan from the position of skilled workman to the title of Junior Assayer.

I am returning your letter in regard to Raymond M. Williamson with the request that you recommend his temporary appointment as skilled workman, and it will be necessary before action can be taken on this appointment to have the District Secretary approve the same.

I am returning your letter in regard to Harry M. O'Connell with the advice that Mr. O'Connell cannot be furloughed. Furloughs are granted to employees on account of lack of work and no one can be employed as a skilled workman while there is a man on furlough. Mr. O'Connell will therefore have to be carried either without pay or as having resigned. If he resigns he will be eligible for reinstatement within a year, should he recover from the present physical disability.

In this connection it is noted that you are carrying Mr. Hurd as furloughed. It will also be necessary to carry Mr. Hurd without pay, or as having resigned, and your records should be corrected accordingly.

Your letter of the 3rd is being returned, as the report will have to be changed to correspond with the above.

Respectfully,

R. J. Grant
Director of the Mint.

April 7, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

It is noted that Mr. Tecumseh S. Foltz, formerly elevator conductor at your institution, is carried in a furlough status from February 15, 1925. Inasmuch as it was necessary to appoint a man to fill the place vacated by Mr. Foltz it will not be possible for him to retain this status, and it will be necessary for you to secure his resignation, or discontinue his services without prejudice, as of February 15, 1925.

Respectfully,

R. J. Grant
Director of the Mint.

April 7, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

On May 15, 1924 Mr. Horace V. French resigned as a guard from your mint. The resignation was afterwards withdrawn and Mr. French was furloughed. This office was in error in allowing Mr. French to be furloughed, as it was necessary for you to replace him by appointing another guard.

Will you please address a letter to the Bureau discontinuing Mr. French's services, without prejudice, as of May 15, 1924.

Respectfully,

R. J. Grant
Director of the Mint.

April 8, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Referring to your telegram of April 7, I am enclosing your letter of March 31, to which is attached, under date of April 2, the endorsement of your District Secretary. This endorsement on your letter prevents us from forwarding the letter to the Secretary for approval.

It is true, as you say, that the position of helper is in Schedule D with that ofwatchman. However, if you will read paragraph 2 of Schedule D you will find that appointments to the positions named in the last paragraph require that an examination consisting of simple educational tests, and rating based upon previous employment be passed by the candidate. It is probably upon the strength of this provision that your District Secretary has attached the endorsement on your letter.

I am disposed and anxious to approve this recommendation for the promotion of Mr. Hobson, but it will be obvious to you that with the endorsement which your District Secretary has attached I am unable to do so. Will you kindly take the matter up personally with your District Secretary and arrange to have Mr. Hobson observe the requirements as far as practicable in order that the promotion may be effected with the consent of the District Secretary. Upon receipt of a revised letter from you I will do what I can to expedite this transfer.

Respectfully,

R. J. Grant
Director of the Mint.

April 8, 1925.

Hon. Frank E. Shepard,
Superintendent, United States Mint,
Denver, Colorado.

Dear Mr. Shepard:

Replying to your letter of the first in regard to the weights you sent to the Seattle Assay Office, I am writing Mr. Hatheway of the Seattle office today, asking him to keep the weights if he has any use for them; if not, to return them to your office.

I went over to the Civil Service Commission today to try to straighten out the Denver situation, and the Secretary, Mr. Doyle, promised to give me a decision today or tomorrow. This is in reference to having men now in your mint who have been put on the bottom of the civil service list advanced to a position where they can be held and given permanent appointments. While talking to Mr. Doyle I learned that he expects to make a trip West about the middle of May, and I would suggest that you get in touch with Mr. Teisher and keep track of the time when Mr. Doyle will arrive in Denver and give him some attention. He has always been very fair and helpful to us, and I feel that he is entitled to some consideration.

Respectfully,

Director of the Mint.

April 9, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Enclosed please find your voucher requesting reimbursement to your wages appropriation of $2,307.57 extra expenses during the month of March on account of operating the refinery on Pittman silver. Reference to your March payroll indicates that this amount is in excess of the extra expense (for temporary employees) incident to the work in question, and reference to the ledger appropriation account indicates, as advised in letter of January 31st, excess reimbursements already made. The indications are that approximately $3,000.00, in addition to the reimbursements already made, would be a fair amount of reimbursement for the remainder of the current fiscal year. It is therefore suggested that a voucher for approximately $3,000.00 be forwarded the latter part of May, as covering the extra expense during the period February to May inclusive.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
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April 11, 1925.

Hon. Frank E. Shepard,
Superintendent, United States Mint,
Denver, Colorado.

Dear Mr. Shepard:

I talked with Mr. Doyle, Secretary of the Civil Service Commission, a little while ago in regard to the Denver situation, and he tells me he expects Mr. Teischer here very shortly and he will go over the matter with him then. In the meantime let things run along as they are. Make no changes in personnel, and I think we can arrange to keep the men we now have on the payroll.

Denver is very low on one-cent pieces, and will probably have to supply part of the demand at Kansas City and Chicago when the rush comes near Christmas. Would it be possible for the Denver Mint to coin enough pennies without reducing their deliveries on double eagles?

Respectfully,

R. J. Grant
Director of the Mint.

April 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Appointment Bradley temporary watchman approved

Grant
Director

Cont. Ex. Mint Bureau, 1925.

April 14, 1925.

Superintendent United States Mint,
Denver, Colorado.

Authorized purchase following supplies from lowest bidder one ton bone ash Five hundred K crucibles One ton potassium nitrate Two tons borax glass

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

April 14, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

Your requisition of April 11th for ink, paper, and envelopes, etc., is being held up in this office pending receipt of samples of the envelopes desired, which samples did not accompany the requisition as required.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

April 16, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

With reference to your recent requisition for printed forms I have to advise that form #697 "Orders for Silver and Minor Coins" has been discontinued. There appears to be little use for this form and the Philadelphia Mint states they find it more satisfactory to type individual letters, as they have instructions from the Treasurer to refer all applicants for coin to the Federal Reserve Bank or Branch Bank in the district where the applicant is located.

Respectfully,

M. M. O'Reilly

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Acting Director of the Mint.

April 16, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Referring to your letter of April 2, requesting that a bond in the penal sum of $5,000 be prepared for execution by John B. Hobson, as helper, I would suggest that you allow Mr. Hobson's present bond in the penal sum of $2,000 stand until June 6, when the Bureau will request the Secretary's office to prepare a bond in the sum of $5,000. Until that date your institution will, of course, be protected by the bond now in force. The premium on the $2,000 bond will be due on June 6, and the new bond will be prepared to take effect June 7.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 17, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Replying to your letter of April 14 please be advised that Department Circular No. 18, Division of Appointments, dated April 18, 1910, governing appointments, promotions and transfers in the Mints and Assay Offices, is the latest edition of this circular. I am enclosing a photostat copy of this circular, as the printed supply has been exhausted.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

April 18, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the sum of $500.00 from the appropriation "Wages of Workmen, Mint at Denver, 1925", to meet the expenses of your institution during the fiscal year 1925.

Respectfully,

R. J. Grant
Director of the Mint.

April 20, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

My Doyle, Secretary of the Civil Service Commission, and Mr. Teicher, were in here this morning and we went into the Denver situation very fully. It was decided that you should work according to the letter of December 2, 1924, as quoted in your letter to me of March 30.

First, you are to write to all the names on the list, asking them if they would be willing to accept a position temporarily if one were offered. In that way you may be able to get two or three names off the list. Afterwards the test of character and integrity would be applied and probably the balance of the names eliminated.

However, Mr. Teicher expects to return to Denver the first of next week and I suggest you do nothing until you see him. He will give you full instructions as to the procedure in the cases of Egert, Clarke, Blanchard, Ryan and the watchman. I think after you get in touch with Mr. Teicher you will not have any trouble in straightening the matter out to your satisfaction.

Respectfully yours,

R. J. Grant
Director of the Mint.

April 20, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

Replying to your letter of April 15 in regard to the coinage of one-cent pieces, please start the coinage of one-cent pieces at once and coin as many as you can without interfering with the coinage of gold, or adding to your present force.

Respectfully,

R. J. Grant
Director of the Mint.

April 21, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized purchase black lead goods from lowest bidder

Grant
Director

Cont. Ex. Mint Bureau, 1925.

April 21, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of April 18 please be advised that the regulations of the Department do not permit the Chief Clerk or the Acting Chief Clerk to administer oaths except in cases where the taking of the oath would incurr expense to the Government, such as affidavits on travel vouchers. The administering of oaths to employees when appointed, promoted, or transferred could not be administered by the Chief Clerk.

Respectfully,

A. J. Grant
Director of the Mint.

April 22, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Company, amount $139.63, covering express charges on $10,000.00 in new nickels, Denver, Colo., to Houston, Texas, March 17, 1925.

Respectfully,

R. J. Grant
Director of the Mint.

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April 23, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Company, amount $1.02, covering express charges on 1 box, 4 sets double eagle segment collars, Philadelphia, Pa. to Denver, Colo., February 28, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

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April 25, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

With reference to your letter of March 17, 1925, concerning settlement by the General Accounting Office of your accounts for the quarter July - September, 1924, inclusive, please be advised that the Accounting Office has notified the Bureau that all the suspensions will be allowed.

Considerable correspondence between the Bureau and the Accounting Office has been had with respect to the service of hauling, concerning which they suggested the making of a yearly contract. The net result of the correspondence is, that since this is not a continuing service, but intermittent, a yearly contract will not be required. They suggest that on vouchers of this nature the statement be made that the hauling is occasional and not regular. They also request that where exigency purchases are made explanation of the exigency be indicated on the voucher. In this connection reference is made to Bureau letter of November 27, 1922.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

April 25, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

The Department is not yet in receipt of your reports on bullion shipped to you April 8 from New Orleans and April 11 from Helena. Will you please forward the usual reports on these shipments at the earliest possible moment?

The Department desires to have a more prompt check in future on transfers of bullion, coin, currency, etc., and in each instance where you are not in position to take into your records within a very few days the values of bullion received by you from other institutions, it is requested that immediate notice of arrival of the bullion be mailed to the Bureau with indication of probable time when you will be in position to take the values into your accounts.

Respectfully,

R. J. Grant,
Director of the Mint.

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F:f

April 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills of the Union Pacific Railroad Company have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 bale, 100 anode bags, Philadelphia,
Pa. to Denver, Colo., March 17, 1925 - $3.22

1 bale, 100 anode bags, Philadelphia,
Pa. to Denver, Colo., March 25, 1925 - 3.16
Total - - - $6.38

Respectfully,

R. J. Grant
Director of the Mint.

May 1, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 4,000.00
Wages of Workmen - - - - -	10,500.00
Contingent Expenses- - - -	10,000.00
Total- -	$24,500.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

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[illegible]

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

May 4, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Mail Bureau samples of sack material furnished by lowest bidder.

Grant

Director.

OFFICIAL BUSINESS,
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses, Bureau of the Mint.

[illegible] The appropriation from which payable must be stated on above line. DEPARTMENTAL STOCK FORM 2125

May 5, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

In order to make a report to the Budget Bureau on May 15, it is necessary that we have the full list of employees in the Denver Mint, and we are waiting to know what is to be done with the five men who are awaiting a decision of Mr. Teicher.

Please attend to this matter at once, and report to this office at the earliest possible time.

Respectfully yours,

R. J. Grant
Director of the Mint.

May 8, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Your accounts for the quarter ended March 31, 1925, have been examined and the following discrepancies noted:

Assay report #1598, covering deposit of the Santa Fe Ex. & Com. Co., El Paso, Texas, is enclosed for signature of the Asst. Assayer and return. Kindly also note that correction of Parting & Refining charges on this assay report has been made in this office. The abstract sheet carried correct charge of $5.50. In several instances abstract sheets carry correct charges while assay reports are in disagreement.

One copy of the Ordinary Account Current is enclosed for correction and return. The revenue item of $44,091.24, seigniorage on subsidiary silver coinage, was part of the balance due the United States from last account, and should be so indicated.

Voucher #58, The Postmaster, $91.60, supporting expenditure from the appropriation "Contingent Expenses, Public Moneys, 1925" is enclosed for indication thereon of the weight, destination, and nature of the shipment for which stamps were required. This information should be furnished on all similar vouchers in the future, the General Accounting Office recently having requested same.

Vouchers covering purchases made under contract should show date of contract in space provided on reverse of voucher form. Reference is made to vouchers #124 and #143, in favor of The General Chemical Company and S. L. Threadgill, respectively. Vouchers have correct indication, by symbols, on face thereof that purchases or services were procured under contract but fail to show on reverse side the date of contract. Above vouchers are not being returned, necessary information being provided in this office.

The Bureau desires to call attention to the proper preparation of vouchers, especially the manner of indicating, by symbols on the face of vouchers, the method of advertising and form of agreement under which purchases are made; also the use of explanations on the reverse of vouchers in support of the method of advertising used and the form of agreement entered into. A number of your vouchers show purchases made in accordance with No. 4 of the method of advertising (indicating purchase made without advertising) and under the form of agreement lettered "C" (under less formal agreement). On the reverse of vouchers explanations, as to why purchases were made without advertising, are placed on the line opposite the capital letter "C". On this line should be shown the form of agreement entered into when other than formal contracts are made or purchases made after the securing of proposals. At the bottom of reverse side of voucher appears five reasons, indicated by the small letters "a", "b", "c", "d" and "e", either of which, if applying to a particular case, may be used in support of No. 4 of the method of advertising. When so used such fact should be indicated on the face of voucher as "4a", "4b", "4c", etc. Should none of these reasons apply, space is provided opposite No. 4 on reverse of voucher for supporting explanation. When "C" of the form of agreement is used, the actual form of agreement should be indicated, as, "Verbal", "Telephone", by "Letter to manu'fr.", etc. A number of your vouchers carry, in this space, what really is a further explanation to support purchase without advertising. As an example, reference is made to voucher #118, The Prest-O-Lite Co., Inc., $7.24. Voucher carries symbols "4b" of the method of advertising and "C" of the method of agreement. On the reverse of voucher opposite "C" of the form of agreement appears the statement "Lowest possible price to Gov't." This statement, in the case mentioned, is superfluous, as the use of reason "b" in connection with No. 4 of the method of advertising sufficiently supports same. If ever used, this statement should appear opposite No. 3 or No. 4 at top of voucher form. In place of the statement quoted, following the letter "C" should have been indicated the form of agreement, viz:- "Verbal", "By 'phone", "Letter to manu'fr.", etc. These matters are brought to attention because the General Accounting Office is now paying particular attention to the preparation of vouchers, especially the use of these symbols and explanations in support of same. Vouchers are being suspended when not completely and properly prepared.

Respectfully,

R. J. Grant
Director of the Mint.

enc.
a

May 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized employ temporary substitute for telephone operator obtaining first approval of District Secretary Letter follows

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

May 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

The following telegram forwarded to you today is confirmed:

"Authorized employ temporary substitute for telephone operator obtaining first approval of District Secretary. Letter follows."

The Bureau is not in position to arrange for continuing authority under similar circumstances. It will therefore be necessary for you to make application to the Bureau in each case where you require temporary assistance.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

May 13, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bill of the American Railway Express Company, amount $179.73, covering express charges on $5,000.00 in new one cent pieces, Denver, Colorado to Dallas, Texas, March 21, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
e

May 14, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Receipt is acknowledged of your letter of May 11, enclosing copy of a letter from your office to the Supervising Architect.

Referring to your post script please be advised that you are correct in your understanding of the regulations that you are required to forward all communications to the office of the Supervising Architect through this office. The Supervising Architect's office will have it explained that our regulations have been approved by the Secretary of the Treasury, and we are not allowed to waive them.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Day Letter May 19, 1925.

Superintendent United States Mint,
Denver, Colorado.

Regulations require that you suspend Murphy without pay Advise him by letter of reason giving him reasonable time to reply Forward to Department his reply together with letter recommendation for separation No action can be taken by Department until this formality observed

Grant
Director

Cont. Ex. Mint Bureau, 1925.

May 19, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bills of the Union Pacific Railroad Company, covering freight charges on the following shipments, have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

1 bale, 100 anode bags, Philadelphia, Pa. to Denver, Colo., April 8, 1925 - - - - - - - - - -	$ 3.19
1 box, 100 anode bags, Philadelphia, Pa. to Denver, Colo., April 15, 1925- - - - - - - - - -	3.51
Total - -	$6.70

Respectfully,

R. J. Grant
Director of the Mint.

e

May 22, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Authorized order coin bags from Schaefer Tent and Awning Company lowest of three bidders accordance your letter May fourth.

Grant
Director

Cont. Ex. Mint Bureau, 1925.

May 22, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

The following telegram sent to you today is confirmed:

> "Authorized order coin bags from Schaefer Tent and Awning Company lowest of three bidders accordance your letter May fourth."

The proposal being returned with this letter will, of course, be attached to your account when the same is forwarded to the Department.

Respectfully,

R. J. Grant
Director of the Mint.

May 22, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

I want to call your attention to a request made by your office last week in regard to the temporary appointment of a telephone operator for three or four days. This request is most unusual and unnecessary, and while we could allow the application it is a question whether it will pass the Comptroller or not.

This question was brought up two or three times when I was in the Denver Mint, and it was definitely understood that such appointments could not be made. In the future when the telephone operator is off for a day or two you will either have to shut down the exchange or fill her place with some one in the office.

I was very much pleased to see in the Denver paper that your son, David, was elected President of his class at Boston Tech, and I think you should be very proud of the fact. When you write to him give him my congratulations and best wishes.

Respectfully yours,

R. J. Grant
Director of the Mint.

May 22, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

I have had applications, partially through you, from the Denver Mint for eight people to act on the settlement committees. It is impossible to use them all were I so inclined, and I am going to ask you if it will be convenient to send Mr. Hinrichs to New York to take charge of the settlement starting June 10. I will also ask that Mr. Rodney Hall go on the same settlement with Mr. Hinrichs, and that Mr. Ford go as chairman of the settlement committee at San Francisco, starting June 15. I am asking for Mr. Hinrichs and Mr. Ford as chairmen because there is no one else in the list of applicants from Denver who could act in that capacity, and also because Mr. Hinrichs could not come East last year. Mr. Hall asked me when I was in Denver last summer to be considered as as an application for the settlement committee either in New York or Philadelphia.

I hope you can spare these men without interfering with your staff. They will receive official notification at an early date. In order that travel authority may be prepared will you please advise me upon receipt of this letter upon which basis these men desire to cover their expense accounts, the $5.00 per diem or the $4.00 per diem allowance.

Respectfully yours,

R. J. Grant
Director of the Mint.

May 23, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of The Baltimore & Ohio Railroad Company, amount $33.21, covering freight charges on 17 sacks copper ore, value $6,800, Denver, Colorado to Canton, Baltimore, Md., January 10, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant
Director of the Mint.

e

May 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Due to the very limited balance remaining from the appropriation for "Freight on Bullion and Coin, Mints and Assay Offices, 1925" it is requested that shipment of your pyx coin for the quarter April-June, 1925, be held until after July 1st when funds for the fiscal year 1926 become available. If it is subsequently found that sufficient 1925 funds will be available you will be requested to make the shipment before July 1st.

Respectfully,

R. J. Grant
Director of the Mint.

e

May 26, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Ship all sweeps possible Get settlement on same before July first

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

May 29, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Director instructs me to say if you have not already paid for graphite goods ordered in April make tests before settlement of account

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

May 26, 1925.

Sir:

The annual settlement of the United States Mint at San Francisco is to begin Monday, June 15, 1925. You have been designated to act as Chairman of the Committee.

The basis of the settlement will be a statement on Form 976 to be furnished by the Superintendent, certified to as to its correctness by the bookkeeper, of the balances of gold and silver bullion, coin, and other moneys on hand per the books of account, as of the close of business June 30, 1925, and before making entry therein of gains and losses. Gains and losses will be determined by the relation of this statement to the inventory of bullion and moneys found by the Committee to be actually present.

As early as practicable in the settlement you should make arrangements with the Superintendent regarding date for closing deposit receipts for the settlement period and discontinuing payments for deposits, in order to permit definite determination, as of close of settlement, between bullion forming part of the balance as shown by the bookkeeper's records, and that on memorandum for subsequent entry by the bookkeeper.

All the bullion will be weighed and computed and all of the coin and other moneys on hand will be weighed and counted by you to ascertain if the amounts called for by the books are on hand. In verifying coin it should not be necessary to open every bag and count its contents; a test bag taken from time to time and counted, in connection with weighing each bag for agreement with the weight shown by its tag, if such weight reasonably approximates the legal weight of its stated contents, should give satisfactory results. Paper currency should be counted piece by piece. It will not be necessary to oepn the vaults containing coin or bullion now under joint seal of the Superintendent and the representative of the Bureau. You will accept as correct the values shown by the certificate attached to such joint-sealed vaults if careful examination shows that the seals in question, with their wrappings, have not been distrubed. If the Superintendent desires that any coin or bullion verified by the Settlement Committee be placed under joint seal you will represent this office in such action.

In weighing the bullion delivered in settlement you will carefully note the character and quality of the same; wherever necessary you will take samples for check assay, but it should be noted that chip and drill samples or brittle bullion, so-called "white gold" or bullion over 50 in base metals are liable to give assays differing from the reported finenesses.

You are authorized to call upon the Treasurer of the United States for the balances in the checking accounts of the Superintendent. In order to get the information needed, request should be made in time for preparation of depository statements and for mail to reach you from Washington by the time the information is required for use, and your message should ask for the mailing of statements of checks paid and balances for all disbursing accounts of the Superintendent to the latest practicable date in order to surely reach you by the date required.

You are directed to make inquiry into the possible sources of gain and loss of bullion in the different divisions of the institution, from the amount charged thereto per the bookkeeper's and other records, stating, so far as practicable, the results of mass melting; the quantity of silver not paid for in gold deposits containing less than 8 thousandths of silver, and the results from all other sources of gain and loss that may come to your notice. Please reconcile these figures, giving estimates where necessary, with the net gains and losses for the year, and indicate whether such differences reasonably reflect normal conditions for the quantity of metal operated upon.

As required during the course of the settlement you will obtain from the officers concerned schedules of the material in their possession, for use in checking the material as delivered and for filing with your report. The detail sheets should bear the assayer's "OK" as to fineness, and should be so labeled, arranged and recapitulated as to permit ready indentification of items in your report, by reference to the supporting sheets.

Before closing the settlement, you will obtain from each officer a certificate of delivery of material on Form 986. You will also obtain from each officer in possession of coin, or gold or silver bullion, not charged to him in the accounts, statement as to source, quantity on hand (which should be verified), and purpose of holding same.

Minor coinage metal, including ingots and clippings, will not be weighed by the Committee, but will be accepted at the quantities certified to by the bookkeeper if inspection by the Committee gives reasonable assurance that the quantity so certified is on hand, and if the records of quantity operated upon reasonably support the wastage claimed; provided, that if the quantity of such metal in process of manufacture has not been determined, by actual weighing, by the Mint officers, the settlement committee shall make such determination.

The report of the Committee should show: The quantities of the different kinds of metal delivered to the Committee from the melting and refining department and from the coining department, the amounts with which charged per bookkeeper's certificate on form 976, and the differences, whether gain or loss; the amounts delivered from other divisions of the institution and whether or not they agree with the bookkeeper's certificate; whether the deposits received after closing date of the settlement period, and not recorded by the bookkeeper, check with the receipt records; the amounts placed under joint seal; results of the inquiry into the sources of gain and loss with reasons, so far as obtainable, for any apparently excessive loss or gain, and other matters of consequence coming to the attention of the committee.

You will accept and forward with your report a certified inventory of the stores and other property under the control of the Superintendent; this inventory will not be completely checked but a general survey of the materials will be made.

Respectfully,

J. Grant
Director of the Mint.

Mr. Edwin C. Ford,
United States Mint,
Denver, Colorado.

May 22, 1925.

Sir:

The annual settlement of the United States Assay Office at New York is to begin on Wednesday, June 10, 1925. You have been designated to act as Chairman of the Committee.

The basis of the settlement will be a statement on Form 976, to be furnished by the Superintendent, certified as to its correctness by the bookkeeper, of the balances of gold and silver bullion, coin, and other moneys on hand per the books of account, as of the close of business June 30, 1925, and before making entry therein of the gains and losses. Gains or losses will be determined by the relation of this statement to the inventory of bullion and moneys found by the committee to be actually present.

As early as practicable in the settlement you should make arrangements with the Superintendent regarding date for closing deposit receipts for the settlement period and discontimue payments for deposits, in order to permit definite determination, as of close of settlement, between bullion forming part of the balance as shown by the bookkeeper's records, and that on memorandum for subsequent entry by the bookkeeper.

All the bullion will be weighed and computed and all the coin and other moneys on hand will be weighed or counted by you to ascertain if the amounts called for by the books are on hand. In verifying coin it should not be necessary to cepn every bag and count its contents; a test bag taken from time to time and counted, in connection with weighing each bag for agreement with the weight shown on its tag, if such weight reasonably approximates the legal weight of its stated contents, should give satisfactory results. Paper currency should be counted piece by piece. It will not be necessary to open the vaults containing coin or bullion now under joint seal of the Superintendent and the representatives of this Bureau. You will accept as correct the values shown by the certificates attached to such joint-sealed vaults if careful examination shows that the seals in question, with their wrappings, have not been distrubed. If the Superintendent desires that any coin or bullion verified by the settlement committee be placed under joint seal you will represent this office in such action.

In weighing the bullion delivered in settlement you will carefully note the character and quality of the same; wherever necessary you will take samples for check assay, but it should be noted that chip and drill samples of brittle bullion, so-called "white gold" or bullion over 50 in base metals are liable to give assays differing from the reported finenesses.

You are authorized to call upon the Treasurer of the United States for the balances in the checking accounts of the Superintendents. In order to get the information needed, request should be made in time for preparation of depository statements and for mail to reach you from Washington, by the time the information is required for use, and your message should ask for the mailing of statements of checks paid and balances for all disbursing accounts of the Superintendent to the latest practicable date in order to surely reach you by the date required.

You are directed to make inquiry into the possible sources of gain and loss of bullion in the different divisions of the institution, from the amount charged thereto per the bookkeeper's and other records; stating, so far as practicable, the results of mass melting; the quantity of silver not paid for in gold deposits containing less than 8 thousandths of silver, and the results from all other sources of gain and loss that may come to your notice. Please reconcile these figures, giving estimates where necessary, with the net gains and losses for the year, and indicate whether such differences reasonably reflect normal expectations for the quantity of metal operated upon.

As required during the course of the settlement you will obtain from the officers concerned schedules of the material in their possession, for use in checking material as delivered and for filing with your report. The detail sheets should bear the Assayer's "OK" as to fineness, and should be so labeled, arranged and recapitulated as to permit ready indentification, by reference to the supporting sheets, of items in your report.

Before closing the settlement, you will obtain from each officer a certificate of delivery of material on Form 986. You will also obtain from each officer in possession of coin, or gold or silver bullion, not charged to him in the accounts, statement as to source, quantity on hand (which will be verified), and purpose of holding same.

The report of the committee should show: The quantities of the different kinds of metal delivered to the Committee from the melting and refining department, the amount with which charged per bookkeeper's certificate on Form 976, and the differences, whether gain or loss; the amounts delivered from other divisions of the institution and whether or not they agree with the bookkeeper's certificate; whether the deposits received after closing date of the settlement period and not recorded by the bookkeeper check with the receipt records; the amounts placed under joint seal; result of the inquiry into the sources of gain and loss with reasons, so far as obtainable, for any apparently excessive loss; and other matters of consequence coming to the attention of the committee.

You will accept and forward with your report a certified inventory of the stores and other property under the control of the Superintendent; this inventory will not be completely checked but a general survey of the materials will be made.

Respectfully,

Director of the Mint.

Mr. Oscar Hinrichs,
United States Mint,
Denver, Colorado.

June 1, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Salaries - - - - - - - - - - -	$ 3,504.50
Wages of Workmen - - - - - -	8,100.00
Contingent Expenses- - - -	10,000.00
Total- - -	$21,604.50

Respectfully,

R. J. Grant
Director of the Mint.

e

June 3, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

There has been placed to the credit of your 1925 wages appropriation by Certificate of Deposit #40786 dated May 28, 1925, the sum of $2,000, on account of reimbursement for extra expenses of refining silver bullion purchased under the Pittman Act. This deposit is without personal credit to you and should not appear in your account current.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

June 4, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

Replying to your letter of the first in regard to coining 100,000 $2.50 gold pieces, we would like to have these coins made right after settlement, and get them out of the way before resuming the coinage of double eagles, which will keep you busy for at least another year. I hope you have everything ready so the coinage of $2.50 gold pieces can be started early in ~~July~~ August and rushed through as quickly as possible.

Respectfully,

R. J. Grant

R. J. Grant
Director of the Mint.

June 4, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

While over in Philadelphia last week I was interested in a report on a test made on some Gauthier crucibles at that mint. The test showed that the crucibles were far from satisfactory and showed they would last on an average of four days, while the crucibles they were using would last from seven to ten days.

After going to New York I found that they had made tests on two crucibles from the same factory, with the same result, or even worse. In talking with Mr. Wagor he said the agent told him the Denver mint had ordered a carload of these crucibles, and I wish to warn you if these crucibles do not prove satisfactory a claim will be made for return of the money paid for them.

As near as I can learn, the crucibles are bad and they are cutting prices in order to get rid of them. For that reason I would be very careful. It is not safe to accept the bid on any new crucibles except on actual test.

The weather here is frightfully hot and we are all sweltering, but hope for a break in the next day or two.

Respectfully yours,

R. J. Grant
Director of the Mint.

June 8, 1925.

Superintendent, U. S. Mint,
Denver, Colorado.

Sir:

I am enclosing your recommendation for the transfer of Singleton Harris from an unclassified to a classified position and regret to advise you that the Civil Service rules will not permit us to make this change in Harris's status unless he takes an examination, and is transferred to a classified status.

If, however, you desire to increase Mr. Harris's compensation, and will forward your recommendation to that effect, the proposal will be submitted to the Director upon his return to the Bureau next week.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

June 9, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

It is believed that a simpler method than the one now in use, of recording and reporting liquidation of appropriation encumbrances, would give satisfactory results; your opinion of the following is therefore requested. The practice should be uniform for all offices and if a majority favor this plan it will be put into effect on the 1926 appropriations.

> It lieu of recording the "add" and "deduct" differences between encumbrances and payments, on the register of vouchers and the appropriation ledger, change the heading of the "adjustments" columns to "encumbrances liquidated" and write in that column, at the time a voucher liquidates an encumbrance, the total amount encumbered thereon. The unencumbered balance would then be the difference between the "encumbrances" column total and the "encumbrances liquidated" column total. The "add" and "deduct" adjustments could be left off the schedule of payrolls and vouchers rendered this office.

The monthly reports to this office, of encumbrances set up and encumbrances liquidated, will be continued. Your early recommendation on this proposal is requested.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 9, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1925:

Wages of Workmen - - - - - $2,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

f

June 9, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

The Bureau has for acknowledgement your telegram of June 8. The settlement at your mint is to open on June 15 and Mr. F. H. Chaffin, Assistant Superintendent at the Mint at Philadelphia will be Chairman, assisted by Mr. Carl Enge of this Bureau and Mr. Charles Gammon of the New York Assay Office.

The Chairmanship of your committee was decided upon only yesterday; hence you have not been given more advance notice in regard to this matter.

The Director will forward detailed instructions in regard to the quarter eagle coinage upon his return to Washington.

Respectfully,

M. M. O'Reilly

O:f

Acting Director of the Mint.

June 10, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Herewith please find voucher covering postage stamps used by the Bureau of Supply, Treasury Department, in forwarding stationery, etc., to you during the current fiscal year. Please purchase the stamps from your local postmaster and mail them to "Bureau of Supply, Treasury Department, Washington, D. C.", with a letter of advice explaining what is covered thereby.

Respectfully,

M. M. O'Reilly

F:f Acting Director of the Mint.

June 11, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

In accordance with directions of the Treasury Budget Officer, based on the apportionment Act of February 27, 1906, this office has apportioned the appropriations of your institution for the fiscal year 1926, by quarters, as follows:

	Salaries & Wages	Contingent
Amount appropriated	$156,710.00	$50,000
Less Deduction for retirement	3,667.75	
Amount available	153,042.25	50,000
1st Quarter Apportionment	38,500.00	15,000
2nd " "	38,500.00	12,000
3rd " "	38,000.00	11,000
4th " "	38,042.25	12,000

It is directed that no obligation be incurred against any appropriation during any quarter which would encroach upon apportionments of subsequent quarters or overobligate the appropriation total, without previous authority, requested and obtained through this office. Should conditions develop which would warrant an amendment to the apportionment, please make recommendation to this office with full explanation of the reasons therefor, in order that the Bureau may be in position to take the matter up with the Budget Officer.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 13, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

On June 4th the New Orleans Mint made a considerable shipment of bullion to the Denver Mint. No report has yet been received from you on this shipment either as to the value to be taken into your accounts or acknowledgement of receipt of the shipment without giving value. Attention is invited to recent correspondence on the subject of reporting receipts of shipments of bullion wherein it was stated prompt acknowledgement was desired by the Department whether or not you are in a position to take the shipment of bullion into your accounts at once. Please advise at once whether shipment in question has arrived at your institution.

Respectfully,

M. M. O'Reilly

F:f

Acting Director of the Mint.

June 15, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

Replying to your letter of June 11th relative to seals to be placed on compartments which have been opened in your institution, that contents may be added to the vault, please be advised that instructions to that effect are contained in the letter to the Chairman of the settlement committee. I would suggest that you consult the Chairman of the committee and review the letter which contains the instructions referred to in paragraph four.

Respectfully,

R. J. Grant,
Director of the Mint.

June 17, 1925.

Mr. Frank E. Shepard,
Superintendent, U. S. Mint.
Denver, Colo.

Dear Mr. Shepard:

Referring to the temporary appointments in the Denver Mint, the Acting Secretary of the Civil Service in Denver turned down the names as you sent them in. Yesterday I took the matter up with the Acting Secretary here. The Secretary, Mr. Doyle, is west on a trip. Mr. Wales, head of the Civil Service Commission is also out of the city, so the matter was handled by Dr. Chapman. He just phoned me that he could not see his way clear to reverse the decision of the Acting Secretary in Denver, which means that you will have to let those men go and take new men from the list, unless you can adjust the situation with your local civil service secretary.

I would suggest that you get in touch with Mr. Teicher if he is in town and see if he will not approve the list as you sent it in. I think there is some way that it can be done, but it must be handled at your end of the line. It might be possible to eliminate the other names as the lists come up, but knowing the situation as Mr. Teicher does, I feel sure that he will help you out. It seems strange that we have to let men whom we have trained for this work go and put on green men, but I presume that is the law.

If you find that Secretary Doyle is going to stop in Denver on his way back it might be well for you to wait until he comes and take the matter up with the two secretaries together. In the meantime you will have to get in touch with your local secretary at once or the men will have to go.

Respectfully yours,

R. J. Grant,
Director of the Mint.

2—5735

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

NIGHT MESSAGE

Washington,
June 20, 1925.

Superintendent Mint,
Denver, Colorado.

Authorized to accept lowest bid two tons borax glass three hundred twenty dollars ton.

R. J. GRANT
Director.

R.J.G.

OFFICIAL BUSINESS.
GOVERNMENT RATES

CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR Cont. Ex. Mint Bureau 1925.

The appropriation from which payable must be stated on above line.

2—5735 DEPARTMENTAL STOCK FORM 2125

June 23, 1925.

Dear Mr. Shepard:

Before leaving for Philadelphia this morning the Director read your letter of the 20th relative to tests being made upon Gautier crucibles and asked me to say that he would like to have the matter held in abeyance until he reaches Denver in a few weeks.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Hon. Frank E. Shepard
Superintendent U. S. Mint,
Denver, Colorado.

June 24, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

A majority of the mint field offices have reported favorably on the proposed modification of method of recording and reporting appropriation encumbrances suggested in Bureau letter of June 9, and such method will be put into effect for the 1926 appropriations.

Proof of accuracy of balance of unliquidated encumbrances, as shown by the ledger, can be had by taking off from the register of purchase orders the items which have not been liquidated, and adding to such total the total encumbrances liquidated for arriving at the total encumbrances set up.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

P:f

June 25, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

As soon as practicable after the first of July will you kindly forward the usual data covering your operations during the fiscal year which will end June 30, 1925, for use in preparation of the Director's Annual Report to the Secretary of the Treasury. Reference is made to the first twenty pages of the 1924 Annual Report for needed data; where such data regularly reach the Bureau in routine reports, repetition will not be necessary.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

June 30, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Please be advised that during the coming fiscal year the following prices will be charged by the U. S. Mint at Philadelphia for articles manufactured at that mint as required by your institution.

Short aprons	$0.23 each
Long aprons	.27 "
Melter's aprons	.30 "
Large sleeves	.46 pair
Short sleeves	.25 "
Anode bags	.04½ each

Respectfully,

R. J. Grant,
Director of the Mint.

cR

July 1, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages - - - - - -	$15,000.00
Contingent Expenses - - - -	4,000.00
	19,000.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

July 14, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

The Budget Bureau has called for the estimates of appropriation amounts required for the fiscal year 1927 and it is requested that you submit your estimates (one copy only) to this office not later than July 24th.

The Secretary directs that all offices endeavor to the utmost to reduce the estimates of appropriations and expenditures to the lowest possible minimum consistent with requirements for efficiency.

As heretofore, data are required for three fiscal years: current, past, next.

The estimates for personal services should be submitted as per the enclosed sample form. The detailed figures in each column must be consistent with the corresponding column totals; that is, when the several average compensations (for the year) are multiplied by the several average numbers receiving such compensations and the resulting amounts are totaled, the expenditure total will be obtained. Employment for fractions of a year will be stated in twelfths; fractions less than one twenty-fourth will be dropped and one twenty-fourth or over will be increased to one twelfth.

The estimates and expenditures for objects other than personal services will be prepared for each of the three fiscal years 1925, 1926, and 1927, in accordance with the symbol classification prescribed by the Comptroller General in Bulletin No. 1, and supplemental Bureau instructions of February 4th and 21st, 1924.

Careful attention should be given to the required details for each of the appropriations as otherwise delays, with further correspondence, may result.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

July 20, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.10, covering insurance on shipment of minor coin, value $2,000.00, during the month of May, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of voucher and should be forwarded to Marsh and McLennan.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
e

July 24, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $405.04, covering shipments of $32,000.00 in nickels during the months of May and June, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
E

August 1, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of July 28, please ship the 282.87 troy ounces of platinum sponge, and 71.95 troy ounces of palladium sponge, representing recoveries at your institution, to the United States Assay Office, New York City.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 4, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages - - - - $12,600.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

4

August 5, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Co., amount $2.27, covering express charges on 1 carton, envelopes, Rockville, Conn. to Denver, Colo., June 2, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

Acting Director of the Mint.

E

August 5, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill of the American Railway Express Co., amount $29.69, covering shipment of $3,000.00 in new nickels to Omaha, Nebr., June 16, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
E

August 6, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills of The Chicago, Rock Island & Pacific Ry. Co. have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent expenses:

1 carton envelopes, Richmond, Va.
to Denver, Colo., April 25, 1925 - -$2.92

1 box misc. office supplies and
2 boxes ink, Washington, D. C. to
Denver, Colo., April 28, 1925 - - - 5.91
Total - - - $8.83

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 7, 1925.

Superintendent,
U. S. Mint at Denver,
Denver, Colo.

Sir:

The following list will indicate to you the rates at which the mint at Philadelphia will furnish coin bags during the fiscal year 1926, F. O. B. Philadelphia mint:

Coin bags	#1	$0.17	each
" "	#2	.09¼	"
" "	#3	.12	"
" "	#4	.07	"
" "	#5	.05	"
" "	#6	.03½	"
" "	#7	.02¾	"
" "	#8	.02½	"
" "	#9	.08½	"
" "	#10	.02¼	"

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 7, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bills of the American Railway Express Co., totaling $433.28, covering shipments of $12,000.00 in new cents during the months of May and June, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc.
E

August 8, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation:

American Railway Express Co., 1 box, oil samples, Denver, Colo. to Pittsburgh, Pa., March 30, 1925 - - - - - -	$0.59
American Railway Express Co., 1 box, 10 obv. and 10 rev. one cent dies, nos. 123 to 132 and 101 to 110, respectively and 5 obv. and 5 rev. D. E. dies, nos. 171 to 175 and 181 to 185, respectively, Philadelphia, Pa. to Denver, Colo., April 29, 1925- - - - -	2.74
American Railway Express Co., 1 box, Q. E. coinage dies and collars, Philadelphia, Pa. to Denver, Colo., June 18, 1925 - - - - - - - - - - - - - - - - -	1.15
Union Pacific Railroad Company, 1 bale 200 pairs sleeves and 2 bale 150 aprons, Philadelphia, Pa. to Denver, Colo., May 4, 1925 - - - - - - - - - - - - -	5.43
Total - -	9.91

Respectfully,

M. M. O'Reilly,

Acting Director of the Mint.

E

Night

August 10, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Department anxious for dimes and cents Why on double eagles instead of quarter eagles

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

August 11, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of August 6 you are authorized to include in the shipment of platinum and palladium sponge to the United States Assay Office, New York, the amounts of such metal resulting from operations for the fiscal year ended June 30, 1924 which you now have on hand. It is understood that the total amount of the platinum and palladium sponge on hand ready for shipment will therefore be as follows:

Fiscal Year Ending June 30, 1924		Fiscal Year Ending June 30, 1925		Total
Platinum	80.65 ozs.	Platinum	282 ozs.	363 ozs.
Palladium	11.88 "	Palladium	71.95 ozs.	83.83 ozs.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 12, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Enclosed is duplicate copy of the contract entered into by you with the Public Service Company of Colorado, for the furnishing of power, gas and electricity during the current fiscal year. The original has been forwarded to the General Accounting Office, and the triplicate copy must be retained in our files for accounting purposes.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized purchase two tons tin for minor coinage

O'Reilly
Acting Director

OR

Cont. Ex. Mint Bureau, 1926.

August 14, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits, bill of the American Railway Express Co., amount $359.46, covering express charges on shipments of $10,000 in new cents during the month of June, 1925.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Enc.
E

August 14, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill of the American Railway Express Co., amount $8.48, covering express charges on 1 box weights, Washington, D. C. to Denver, Colo., June 27, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

E

August 18, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

The following contracts, entered into by you for services and supplies during the current fiscal year, have been approved by the Assistant Secretary of the Treasury. The originals have been forwarded to the General Accounting Office, and the duplicate copies have been retained in this office:

Samuel Threadgill
The Denver Towel and Supply Co.
The Stearns-Roger Mfg. Co.
General Chemical Company

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

August 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the sum of $500.00 from the appropriation "Salaries and Wages, Mint at Denver, 1926", to meet the expenses of your institution during the fiscal year 1926.

Respectfully,

M M O'Reilly
Acting Director of the Mint.

S

August 26, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Will you please refer to page 16 of the last Annual Report of the Director of the Mint and provide data for the table at the top of that page "Commercial and Certificate Bars Manufactured" for the fiscal year 1925?

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F
Enc.

September 1, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries & Wages - - - -	$14,200.00
Contingent Expenses- - -	2,000.00
Total- - -	$16,200.00

In order that the net disbursements during the July-September quarter from your salaries and wages appropriation may not exceed the apportionment for the quarter it is requested that voucher for reimbursement to such appropriation from the "Special Fund-Charges on Silver Dollar Bullion Sold," to cover extra expenses incident to the refining of Pittman silver bullion during the first quarter of the current fiscal year be submitted about September 24th.

Respectfully,

R. J. Grant
Director of the Mint.

E

GR

September 2, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am returning Mr. Newton's bond and refer you to section 4 of the rules to be followed in the execution of this bond, which requires that the signature of each party must be made in the presence of two persons. Inadvertently Mr. Newton's signature was witnessed by but one person.

Respectfully,

R. J. Grant
Director of the Mint.

September 3, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Will you kindly refer to report of the melting and refining department on form 900 for the past fiscal year. In the refinery operations is noted an item of 12,302.840 ounces gold, .992 and over in fineness placed in the refinery processes, but not for the purpose of aiding the processes. Presumably this item was placed on the wrong line and should have been reported "for use in aiding processes". If this is incorrect please advise me as to the necessity for placing bullion of the fineness in question in the refinery processes.

Respectfully,

R. J. Grant
Director of the Mint.

F.

September 4, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Kindly forward copy of Bureau authority for purchase of platinum ware to accompany voucher #194, New York Assay Office, $103.12.

Vouchers #204, 235 and 261, The Mountain States Telephone & Telegraph Co., are enclosed for insertion on each of the vouchers the detail of equipment and service rendered with indication of charge for each such detail item. The General Accounting Office has recently ordered that such information be shown on vouchers.

Vouchers #241, 251 and 263 are enclosed for indication by symbols on face thereof of the form of agreement under which the purchases were made and specific explanation on reverse of each voucher opposite the symbol indicated. If any of the purchases were made on other than an oral contract, supporting data and certification as outlined in Bureau letter of March 31, 1925, should accompany the voucher.

Your immediate attention to these matters will be appreciated by the Bureau.

Respectfully,

R. J. Grant
Director of the Mint.

Enc.
E
F

September 8, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

It is requested that in future your monthly report of "Face Value of United States Coins Received For Melting" includes all coin received for melting whether coming from Federal Reserve Banks, other banks, Treasury Department, or purchased over the counter as mutilated coin.

Please advise the Bureau of the amounts received from other sources than over the counter during the months of July and August, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

GR

September 10, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized purchase cells and cell baskets from General ~~[illegible]~~ Ceramic Company

Grant
Director

Cont. Ex. Mint Bureau, 1926.

September 10, 1925.

Hon. Frank E. Shepard,
Superintendent, United States Mint,
Denver, Colorado.

Dear Mr. Shepard:

Please furnish me an exact copy of the order sent to the Gauthier Crucible Company when ordering the crucibles in controversy.

Respectfully,

R. J. Grant
Director of the Mint.

GR

September 12, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am returning renewal of contract entered into by you with the Mountain States Telephone and Telegraph Company, for the reason that it will be necessary to incorporate in the same the provisions required by law in all Government contracts. These provisions are contained in the printed form of contract, which should be executed by the parties concerned and physically attached to the company's form. On the Government form the word "service" should be substituted for the words "supplies" or "goods".

Respectfully,

R. J. Grant
Director of the Mint.

September 15, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

In accordance with the recommendation contained in your letter of September 12, you are authorized to expend $117.00 to repair the wagon scales at your institution, it being understood that this is the lower of two bids received.

The proposals forwarded with your letter are returned herewith.

Respectfully,

Wm. M. O'Reilly

Acting Director of the Mint.

September 16, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Please arrange soon as possible to run twelve hours per day to increase coinage output especially minor coins Advise Bureau by wire maximum output each denomination under this arrangement

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

September 16, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

In accordance with the recommendation contained in your letter of September 12, you are authorized to ship the following lots of sweeps to the American Smelting & Refining Company, Leadville, Colorado, for treatment and settlement.

Lots 6, 7, 8 and 9 - Refinery Sweeps
Lot 1 - Ingot Sweeps
Lot 1 - Coiner's Sweeps

The proposals forwarded with your letter are returned herewith.

Respectfully,

Acting Director of the Mint.

September 17, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized accept best bid covering eighty tons cathode copper

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

September 18, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith please find Government Bill of Lading #T334095 covering a shipment of 630 sacks of mint sweeps from Denver to American Smelting & Refining Company (Arkansas Valley Plant).

Attention is invited to a discrepancy of 1125 pounds as stated in the Bill of Lading and as given in the consignee's certificate of delivery. Explanation of this difference is requested in order that the Bill of Lading and Voucher for Transportation of Freight may be passed for payment. Prompt return of the Bill of Lading will be appreciated.

Respectfully,

M. M. O'Reilly

enc.
F

Acting Director of the Mint.

September 18, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

Date	From	To	Nickels	Cents	Charges
July 11	Denver	Minneapolis	$10,000	$5,000	$301.92
" 15	"	Houston	---	2,000	83.20
" 27	"	Omaha	2,000	---	19.79

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

enc
F

September 21, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the sum of $1,000.00 from the appropriation "Salaries and Wages, Mint at Denver, 1926," to meet the expenses of your instititution during the fiscal year 1926.

Respectfully,

R. J. Grant
Director of the Mint.

E

OM

September 21, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.10 covering insurance on shipments of minor coin, valued at $2,000.00 during the month of July, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of vouchers, and should be forwarded to March and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

enc.
F

D-A

September 23, 1925.

Superintendent, U. S. Mint,
Denver, Colorado.

Sir:

This letter will be authority for you to accept the proposal of the Stearns Roger Manufacturing Company, amounting to $98.50, to repair the Oil Pressure Tank in accordance with specifications attached to the proposal. It is understood that this proposal is the lowest of three received.

Respectfully,

R. J. Grant,
Director of the Mint.

Enclosures:
Three proposals.

September 25, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

Bill of the Denver & Rio Grande Western R. R. Co., No. F-8400, covering freight charges on 630 sacks of mint sweeps, Denver to Leadville, June 3, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1925 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 25, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

8/4	#H/8/11019,	Denver to Minneapolis,	$5,000,	nickels,	$61.09	
8/5	" ,	" " " ,	$5,000,	"		
			$5,000,	cents,	240.82	
8/6	" ,	" " " ,	$5,000	" ,	179.73	
						$481.64
8/8	#H/8/11004,	" " " ,	$5,000	cents,		
			$10,000	nickels,	301.92	301.92

Respectfully,

R. J. Grant,
Director of the Mint.

F

September 28, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.15, covering insurance on shipment of minor coin, valued at $3,000, during the month of August, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

enc
F

P. S. It is suggested that in the case of such small bills as these [redacted] it might be satisfactory to hold them a reasonable length of time in order that more than one bill might be paid with a single check.

September 30, 1925.

Superintendent,
United States Mint,
Denver, Colo.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/8/11422, Aug. 22, Denver to Minneapolis, $5,000, cents, $179.73
#H/8/11423, Aug. 18, " " Salt Lake City $2,000 nickels
$1,000 cents 52.16
#H/8/11204, Aug. 19, " " Minneapolis,$10,000,nickels
#H/8/11204, Aug. 11. " " " $10,000,nickels 244.38

Respectfully,

M. M. O'Reilly,

Acting Director of the Mint.

enc
F

October 1, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Enclosed please find duplicate copy of contract entered into by you with the Mountain States Telephone and Telegraph Company, covering service for the current fiscal year. The original has been forwarded to the General Accounting Office and thetriplicate copy retained in this office for our files.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 1, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926:

Salaries and Wages	16.500.00
Contingent Expenses	2,000.00
	18,500.00

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 6, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized purchase two tons zinc from Wensley Metal Products Company

Grant
Director

Cont. Ex. Mint Bureau, 1926.

October 6, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Retention William Bush approved

Grant
Director

Cont. Ex. Mint Bureau, 1926.

October 8, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized accept Balbach Metals Corporation bid for refinery sweeps

Grant
Director

R.J.G.

Cont. Ex. Mint Bureau, 1926.

October 8, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Bills of the American Railway Express Company covering express charges on the following shipments have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

Amount, $1.58, box dime coinage dies, Philadelphia, Pa. to Denver, Colo., August 8, 1925.
Amount, $1.65, box of 10 obverse 5¢ dies #151 - 160, Philadelphia, Pa., to Denver, Colo., July 29, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 8, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/8/11628, August 4, 1925, Denver to Houston, $10,000 in nickels	$139.63	
#H/8/11628, August 22, 1925, Denver to Houston, $20,000 in nickels	279.26	
		$418.89
#H/9/11857, August 27, 1925, Denver to Omaha, $2,000 in nickels		19.79

Respectfully,

R. J. Grant,
Director of the Mint.

cns
F

October 9, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Balsam September twenty second board through Hodges who utter sedate thong

Grant
Director

R.J.G.

Cont. Ex. Mint Bureau, 1926.

October 9, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

There has been placed to the credit of your 1926 salaries and wages appropriation by Certificate No. 47909, dated September 30, 1925, the sum of $4,631.00, on account of reimbursement for extra expenses of refining silver bullion purchased under the Pittman Act. This deposit is without personal credit to you and should not appear in your account current.

Respectfully,

R. J. Grant,
Director of the Mint.

P

October 12, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

A short time ago we received a letter from the Director of the Paris Mint asking us for plans of one of our institutions. What he wants is an idea of the arrangement of the rooms in the mint and the arrangement of the machines in the rooms. If you can furnish these plans without too much trouble I wish you would send them to this office. This would refer to the mint and not to the refining department. An extra set of plans of the building, if you have them, then a floor plan of the different rooms showing the location of the presses, rolls, furnaces, etc. A blue print of any of the machines that you have on hand would be acceptable, but I would not go to the trouble of having sketches made if you haven't the blue prints on hand.

Respectfully,

R. J. Grant
Director of the Mint.

October 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

When may we expect delivery dimes and in what amount

M. M. O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

October 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am returning your letter of October 9 enclosing proposals for hauling and your recommendation that you be authorized to enter into contract with the Kennicott-Patterson Warehouse Corporation.

I would suggest that you forward a letter requesting authority to accept the lowest bid to do this work during the fiscal year, and thus avoid the necessity for entering into formal contract.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

Enclosure

October 16, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Replying to your letter of October 13th inquiring as to the amount of the bill of the Denver & Rio Grande Western R. R. Co. covering freight charges on 630 sacks of mint sweeps, Denver to Leadville, June 3rd, 1925, please be advised that this amount is $272.00.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F

October 17, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized break seal on compartment ten main storage vault Have Howbert send representative to witness breaking of seal and resealing

Grant
Director

R.G.G.

Cont. Ex. Mint Bureau, 1926.

October 19, 1925.

Superintendent, U. S. Mint,
Denver, Colorado.

Sir:

In accordance with the recommendation contained in your letter of October 16 you are hereby authorized to accept the proposal of the Kennicott-Patterson Warehouse Corporation to do general hauling to and from your Mint during the fiscal year 1926 at the following rates:

Miscellaneous articles to 500 lbs.,	———Minimum	$0.50
" " over " 2	———Cwt. —	.10
Sweeps in bags, carload lots	——— " —	.06
Cathode copper, carload lots,	——— " —	.06

It is understood that three bids were received and that all were alike in amount.

Respectfully,

R. J. GRANT
Director of the Mint.

October 21, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

I have your letter of the 15th and am very sorry to note that Miss Platt felt it would be best for her to resign. She has been a faithful secretary and it will be hard to fill her place, but I guess on account of her health it will be much better for her to try a lower altitude. I am sorry that I cannot approve the extension of thirty days sick leave with pay, much as I would like to. It is out of my jurisdiction and I have no authority for such action.

While in Denver last August Mr. Moessner showed me a new magneto for the automatic weighing machines and promised to send one of these to Philadelphia for trial. Up to date it has not arrived in Philadelphia and I was wondering what the trouble was. If this attachment has half the merit claimed for it we should put it into use, but I would like to have it tested out in Philadelphia.

I have not settled with the Goethier people yet. I saw the President of the company in New York last week and made the following proposition: That we would cut out the pouring cups altogether, because they were not what were asked for, and we would discount the bill 30%. He has taken the matter under advisement and we shall probably get a counter proposition from him soon. In the meantime there is nothing you can do but test out more new crucibles. Mr. Coleman told me they were getting 45 melts from the last crucibles received from Dixon.

Yours very truly,

Director of the Mint.

October 23, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Warrant issued today Authorized make shipment under Treasurers order

Grant
Director

Cont. Ex. Mint Bureau, 1926.

October 23, 1925.

Hon. Frank E. Sehpard,
Superintendent, U. S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

The New York Assay Office is having trouble with gold bullion from the McIntyre Porcupine Mine in Canada. All the eastern Canada ore carries tellurium, about the same as the Cripple Creek ore, and while we get most of it in New York we have no trouble with any other shippers. The telluride seems to float on the top of the ore and it is almost impossible to get the assays to check. We sometimes have to remelt the second time. I wish you would take the matter up with Mr. Brady. He has had the same kind of trouble with the Golden Cycle ore and he may be able to help us out with his advice. Anyway, I wish you would talk to him about it and see what he recommends.

Respectfully,

R. J. Grant
Director of the Mint.

October 24, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, as follows:

#H/9/12115,	8/29/25,	Denver to Minneapolis,	$5,000,	Cents	$179.73
#H/9/12116,	8/25/25,	" " "	$10,000,	Nickels	122.19
#H/9/12117,	8/31/25,	" " Dallas,	$10,000,	Cents	
" ,	8/20/25,	" " "	$5,000,	"	540.73
#H/9/12112,	9/2/25,	" " Minneapolis,	$10,000,	Nickels	122.19
#H/9/12105,	9/3/25,	" " Omaha,	$3,000,	"	28.43
#H/9/12660,	9/12/25,	" " Minneapolis,	$5,000,	"	61.09
#H/9/12664,	9/12/25,	" " Salt Lake City,	$1,000,	Cents	
" ,	9/15/25,	" " " ,	$1,000,	"	60.84
~~#H/9/12666,~~	~~7/20/25,~~	~~Houston to Denver (2),~~	~~$1,400,~~	~~Nickels, $50, Cents~~	~~19.51~~

Respectfully.

R. J. Grant,
Director of the Mint.

F

October 26, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Bill of the American Railway Express Company, #H/9/12667, amount $1.15, covering express charges on 1 box, collars, Philadelphia, Pa., to Denver, Colo., September 8, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F

October 27, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Replying to your letter of October 21 relative to securing authority to make distribution of the quarter eagles, please be advised that the Bureau cannot grant your request to pay out these coins except on order of the Treasurer of the United States. In view of the limited number of these coins struck the Department desires to hold them to meet the holiday demands.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

October 29, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Please forward to this office at an early date a schedule of unliquidated encumbrances as of close of business September 30, 1925, against your 1925 appropriations, listed by months in which the encumbrances were set up. Also please indicate any adjustments necessary to bring the reports heretofore made of encumbrances and liquidations into agreement with the amounts remaining unliquidated.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F:f

October 30, 1925.

Superintendent,
U. S. Mint,
Denver, Colorado.

Sir:

Requisition has been approved for advance to you the following, to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages	$15,200.00
Contingent Expenses	3,000.00
Total	18,200.00

Respectfully,

M. M. O'Reilly
Acting Director of the Mint.

P.

October 31, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $0.73, covering insurance charges on shipments of minor, valued at $15,000, during the month of September, 1925.

Checks should be drawn in favor of the payees, and in the amounts, indicated on reverse of vouchers, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

October 31, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company as follows:

#H/9/13073, Sept. 16, 1925, Denver to Houston, $2,000 in cents	$83.20
#H/9/12850, Sept. 19, 1925, Denver to Minneapolis, $5,000 in cents	179.73

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

November 2, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

The records of the Bureau indicate that Albert J. Dexter filed a bond dated January 14, 1923, which was approved by the Secretary's office February 21, 1923. This bond expired in February of this year. If you desire to renew Mr. Dexter's bond will you please advise this office, and state the amount in which you wish him bonded.

Respectfully,

R. J. Grant
Director of the Mint.

November 2, 1925.

Superintendent,
United States Mint,
Denver, Colo.
Sir:

Bill #H/9/12847 of the American Railway Express Company, amount $3.46, covering express charges on 2 shipments of dies, September 14 and September 18, 1925, has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

Night

November 3, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Please disregard letter November second relative Dexter bond as present bond will not expire until nineteen twenty seven

Grant
Director

November 3, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

In accordance with the recommendation contained in your letter of October 30 you are authorized to accept the bid of the Schaefer Tent & Awning Company covering 300 carpet mitts, at a cost of $0.74 each, it being understood that this is the lowest of three bids received.

I am returning the proposals forwarded with your letter.

Respectfully,

R. J. Grant
Director of the Mint.

November 3, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

I am transmitting under separate cover a recess appointment of Mr. Malmstrom as Assayer of the United States Mint, Denver. Please deliver the Commission to Mr. Malmstrom, have him take the oath before a judge of a United States Court, or a court of record of the State of Colorado. The bond enclosed with the Commission should be executed promptly and returned to this Bureau to be submitted to the Secretary for approval.

Respectfully,

R. J. Grant
Director of the Mint.

November 4, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

Mr. Malmstrom's commission was mailed from this office today with directions to you that he be instructed to execute the bond accompanying the commission and take the oath before the proper officer. If Mr. Moynahan has any time due him on account of annual leave Mr. Malmstrom should not, of course, take the oath as his successor until that time has expired. Mr. Moynahan's appointment as Assayer automatically terminates upon the qualification of his successor.

When Mr. Malmstrom takes hold I would like to give him a free hand, but at the present time I would advise no change be made in the personnel of the assay office except where absolutely necessary. Mr. Bowen has only another year to run when he will be old enough to retire, and he had better be left with his present position and salary, without authority. Hall can act as Assistant Assayer with title and salary of Assayer's Assistant, and with the understanding that he will get Bowen's place when the latter retires. The remainder of the force in the office can stand as they are for awhile until Malmstrom has a chance to weed out the weak ones, but at the present time I would not make any changes.

In the Refinery I would have Malmstrom in charge until such time as Borstadt shows that he can handle the men. Brostadt is inclined to be a little overbearing and I would watch him closely. As soon as you feel that he can make good, or that he has made good, you can recommend his promotion and rise in salary, but do not raise him to the full amount Malmstrom was getting the first time. The assay office can do the assaying for the Refinery. There is no sense in having both places do assaying. However, Malmstrom will be able to straighten that out himself. The idea is to have the place run as smoothly and efficiently as possible with the minimum expense.

Respectfully yours,

R J Grant

Director of the Mint.

November 4, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/10/13306, Sept. 10, 1925, Denver to Kansas City, $2,500 in cents	$77.30	
#H/10/13306, Sept. 15, 1925, Denver, to Kansas City, $5,000 in cents	$154.50	$231.80
#H/10/13307, Sept. 30, 1925, Denver to Minneapolis, $5,000 in cents	$179.73	
#H/10/13307, Sept. 8, 1925, Denver to Minneapolis, $5,1000 in cents	$179.73	$359.46

Respectfully,

R. J. Grant,
Director of the Mint.

OK

F:f
enc

November 7, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The following bills have this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation:

American Railway Express Co., Aug. 19, 1925, 1 box platinum, Denver to New York, $44.11.
American Railway Express Co., Sept. 25, 1925, 1 box pattern for casting, Philadelphia to Denver, $2.09.
American Railway Express Co., October 3, 1925, 1 box dies, Philadelphia to Denver, $1.65.
Chicago Rock Island & Pacific Ry. Co., July 23, 1925, 1 case electric fan armatures, Newark to Denver, $3.20.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

November 10, 1925.

Superintemdent, U.S. Mint,
Denver, Colorado.

Wire today amount of time required to coin one million dollars in quarter eagles, assuming all other coinage suspended for the purpose

M. M. O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 12, 1925.

Superintendent United States Mint,
Denver, Colorado.

Appointment Mrs. Torrence approved

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 13, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Malmstroms bond approved November twelfth

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1925.

November 14, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith please find one copy each of your regular accounts current for the months July, August, and September, for amendment to conform with pencil notations thereon. Please note that the items of recoveries of surplus bullion at settlement, and from deposits division, should appear in the cash account on reverse of the regular account current for the reason that they constitute receipts therein with corresponding disbursement by deposit in the Treasury; this is true notwithstanding that in the bullion account such items constitute disbursements by check. There are changes in the August and September regular accounts current by reason of advance to you of $500 in the salaries appropriation, under date of August 28th, which item was taken into your September account current instead of the one for August. Presumably you did not receive notice that this warrant had been issued until after the close of August, but since it was dated and entered in the Treasury's books in the month of August it is necessary that our accounts current conform thereto. The September regular account current also includes $5,000 minor seigniorage which was also reported (properly) in the "Special Deposit" account current. It has therefore been eliminated from the regular account current.

One copy of your bullion account current for August is returned for amendment to include the items left out (doubtless inadvertently) from the "Bullion Fund Depositary Account". It is suggested that in future accounts current the Pittman Silver account be stated in blank space on sheet 3 of the form. With reference to your "Cash" account on the July bullion account current it is noted that the value of gold and silver in D. M. R. sweeps sold was included as both a receipt and payment. This is not essential since the proceeds of such sweeps are miscellaneous receipts belonging to the regular account; since they are received in cash they can readily be entered directly in the regular account current.

One copy of the September Special Deposit account current is inclosed for amendment to include in the "Cash Account" the receipt and deposit in the Treasury of the $5,000 seigniorage. The right hand column on face of the Special Deposit accounts currents should be left blank for General Accounting Office use as indicated in the heading.

One copy each of the Schedule of Collections for the months August and September are inclosed for amendment to conform with pencil notation thereon.

It appears that these schedules are needed only when data appearing on the accounts current would be clarified by further itemization, including the gathering of items which appear as totals on the face of the account current or on the back in the list of C/D's.

Herewith please find memorandum of bullion received and assay report on deposit #295, attention invited to the discrepancy between the two vouchers in the weight before melting. There is also being returned for your files assay report on Grains Bar #8.

It is noted that deposit #442, received and worked in August, was "Rejected" in September. The reason for this rejection is not understood since the deposit contained the required quantities of gold and silver to make it acceptable. From the information available it would appear that the deposit might have been withdrawn rather than rejected. Further information is requested.

Please forward to support your bullion account current copies of Treasurer's letters dated August 6th and September 3rd pertaining to the item of $34.13, counter-entry of declared surplus recoinage value of gold coin.

Please note that rendition of monthly accounts current will require that schedules of unpaid deposits be rendered for each month in which there are such items and that whenever payments are made in one month on deposits which remained unpaid at the end of the prior month schedules of such payments should be forwarded.

Attention is invited to the heading "Inclosures" on each of the accounts current. The information to be given here is not necessarily the itemizing of the papers which actually accompany the account current to this office, but itemization of the vouchers and schedules which have been forwarded or are being forwarded by you to support the account current. This information is for quick checking by the receiving clerk in the General Accounting Office, that he may know whether inclosures presumed to be present are present. Payrolls, as well as public bills, also assay reports, deposit certificates, etc., are included in the term "vouchers".

It is suggested that in future your public bills for telephone service be itemized as regards the fixed charge of $12.50 per month. It is understood that this $12.50 is made up of the following items:

Switchboard	$2.00
1 trunk	2.00
1 trunk	4.00
6 branches @ 75¢ each . . .	4.50
Total	12.50

The General Accounting Office has requested that the itemization be given.

Herewith please find for signature purchase order in support of August voucher #1, Minor Coinage Metal Fund Account, for two tons pig tin. It is noted that a number of the purchase orders and other vouchers pertaining to purchases are signed by the "Chief Clerk" or "Acting Chief Clerk". Since only the Superintendent or Acting Superintendent has authority to conduct the business of the institution future transactions should be supported by documents signed over the title of Superintendent or Acting Superintendent.

It is requested that in future encumbrances liquidated be not recorded on the schedules of payrolls and pay and public vouchers; these schedules are not retained in this office, but go to the General Accounting Office. The total encumbrances liquidated each month should be reported in the letter pertaining to encumbrances set up and liquidated. In this connection, the Bureau has just received 4 letters of the same date pertaining to the October encumbrances; apparently the entire data contained in the 4 letters could have been included in a single letter.

It is requested that the bullion abstract sheets and vouchers, also the appropriation disbursement schedules and vouchers, be forwarded in future as promptly as possible after the close of each month rather than being retained until the complete accounts current can accompany them. This procedure will give the Bureau more time for making its examination.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
enc

November 14, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:.

In order to adjust your roll in regard to Mr. Whitney, I would suggest you forward to the Bureau a letter, in triplicate, recommending that as Mr. Whitney has been absent from duty without leave for two weeks, and that his whereabouts is unknown to you, he be dropped from the rolls, effective close of business November 14.

Respectfully,

R. J. Grant
Director of the Mint.

November 17, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

Referring to your letter of November 13 in regard to contract for hauling ashes, and to your recommendation that a new contract be let 20 cents per load higher than the present contract, I have to advise you that this will cause so much trouble that I cannot recommend it. In the first place, the Government requires us to furnish a bond with each contract let. This bond was waived in the case of hauling ashes in Denver on account of the difficulty and expense of having ash men furnish bond, but the situation remains the same. The Comptroller General will not pass a voucher where the rate is raised during the year, and it will cause all kinds of trouble and inconvenience in this office if we try to put this over. You will have to fight the matter out as best you can. We could proceed against the present contract and make a lot of trouble, even if we could not collect anything from Threadgill, and I would advise you to press him to finish the contract. In any case we could not raise the price for the year. If another contract was made at the same rate or less it would be all right.

I am returning the proposals forwarded with your letter, and know you can straighten the matter out yourselves.

Respectfully,

R. J. Grant
Director of the Mint.

November 17, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Reference is made to Bureau letter of October 29th and your reply of November 4th concerning encumbrances against your 1925 contingent appropriation. Accompanying this letter you will find schedules of amounts reported as encumbered, the adjustments thereon, and amounts reported as paid pertaining to the encumbrances of the 3rd and 4th quarters, 1925. It will be noted from these schedules that according to your reports there remained, September 30th, unliquidated of the 3rd quarter encumbrances $2.033.24, and of the 4th quarter encumbrances $4643.00, total, $6,676.24, which compares with your report of November 4th, $7,247.00, for 4th Qr. It is recognized that there may be small differences due, possibly, to the liquidation without cash payment by you of items settled by the General Accounting Office. It is noted in connection with the accompanying schedules that your report of payments in April, 1925, all were stated as pertaining to the 4th quarter encumbrances; possibly some of these should have been reported to the 3rd quarter encumbrances.

As previously advised each quarter's encumbrances must be separately balanced, either by payments or adjustments on encumbrances set up. This is necessary in order that the Bureau may report on this basis to the Treasury Budget Officer. Please advise the Bureau of any adjustments necessary to bring the reports heretofore made of encumbrances and liquidations into agreement with the amounts remaining unliquidated as of September 30, 1925.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f

STATEMENT OF THE ENCUMBRANCES

3rd Quarter

Month	Encumbrances	Add	Deduct	Paid	
January....	$3,686.19	$1.39	$0.05	$521.04	
Non-cash..	- --	- ---	- --	279.66	
February ...	2,633.32	4.81	74.82	1,905.40	
Non-cash..	- --	- --	- --	39.16	
March.......	3,427.04	150.05	85.95	4,589.73	
Non-cash..	- --	2.37	20.54	20.54	
May.........	- --	4.00	- --	254.04	
June........	- --	- --	1.21	83.79	
	9,746.55	162.62	182.57	7,693.36	
Add.......	162.62				
	9,909.17				
Deduct....	182.57			2,033.24	Unliquidated
Net.......	9,726.60			9,726.60	

4th Quarter

Month	Encumbrances	Add	Deduct	Paid	
April.....	$7,878.48	$51.16	$76.78	$3,259.27	
Non-cash.	- --	6.38	3.84	10.56	
May.......	4,029.13	17.74	88.42	3,011.76	
Non-cash.	- --	6.70	9.79	39.91	
June......	8,087.34	72.37	30.22	2,094.48	
July......	- --	1.12	19.74	3,944.49	
August....	- --	- --	- --	2,853.68	
Non-cash.	- --	- --	34.99	29.49	
	19,994.95	155.47	263.78	15,243.64	
Add......	155.47				
	20,150.42				
Deduct...	263.78			4,643.00	Unliquidated
Net......	19,886.64			19,886.64	

November 18, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

In connection with the question of eligibility of employees of your mint for retirement, will you please review your records to determine whether or not you have any employees who are doing skilled work or heavy manual labor which enables them to retire at the age of 65 years, whose employment beyond that age has not been approved. According to law we are not allowed to retain employees in the service doing exhausting manual labor after they have reached the age of 65 years unless their retention in the service for a period not to exceed two years has been formally approved.

In this connection I would be glad if you would forward to the Bureau, as soon as possible, a list giving the date of birth of each of the employees of your mint, showing the day, month and year in each case. This information is necessary to complete our records.

Respectfully,

R. J. Grant
Director of the Mint.

Please have each employee initial the records in your office as to his age.

November 20, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The Bureau is still experiencing difficulty in the preparation of its reports to the Treasury Budget Office on encumbrances liquidated as related to encumbrances previously set up, by quarters. These reports are made for each separate month. In an attempt to obviate these difficulties there is being submitted herewith a sample of a form in which it is requested that future reports be made of encumbrances set up, payments made, and encumbrances liquidated as pertaining to each separate quarter and each appropriation.

It will be noted from the sample form that from the information contained thereon the Bureau will be able to determine the net adjustment pertaining to encumbrances set up for each quarter by taking the difference between the payments made and the encumbrances liquidated by such payments.

Reporting the information in the form herewith will involve discontinuing the use of printed form#998 "Schedule of Encumbrances". Reporting of order numbers in connection with encumbrances set up may be discontinued.

It is requested that if the information already furnished the Bureau concerning appropriation transactions during the period July to October inclusive, has not been sufficient to enable the Bureau to determine the adjustments involved, by quarters, such information be furnished at the time your report is made to the Bureau in the new form for the month of November.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

November 20, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am enclosing copy of letter received from the Civil Service Commission relative to the case of James Hall. It will be understood from this letter that while we are allowed to contimue Mr. Hall in the service as helper we are not allowed to regard him as in the classified service. We are, therefore, erroneously deducting from his pay for the retirement fund.

It will be necessary to have Mr. Hall make application for refund for the amount already deducted from his pay, and further deductions should be discontimued from now on. The necessary blank for this purpose is enclosed.

Respectfully,

R. J. Grant
Director of the Mint.

November 23, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Disregard letter regarding Halls application for refund of deductions retirement act Another letter follows

M. M. O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

November 23, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

I am enclosing copy of telegram sent today in regard to letter of November 20 requesting that you have Mr. Hall make formal application for return of funds deducted from his pay on account of retirement.

Since writing the letter of November 20 the Bureau has been informed by the Civil Service Commission that Mr. Hall was brought into the classified Civil Service by Executive Order of August 22, 1925, a copy of which is enclosed. As a result of this he becomes subject to requirements of the retirement act, and it will be necessary to make formal application for extension of his employment for two years from the period when he became eligible, that is, August 22, 1925.

It is understood that the Department of the Interior will not question belated application for continuancy coming under the order of August 22, 1925.

Please take no action on return of deductions for the present.

The necessary forms are enclosed, the execution and return of which should be expedited.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 23, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

The proposals forwarded with your letter of November 19 are returned herewith for the reason that it does not appear that the General Schedule of Supplies for the fiscal year 1926 was consulted in connection with these bids. If the filing equipment required by you can be purchased cheaper in the open market such purchase will be authorized by the Bureau, otherwise it will be necessary for you to purchase from the dealer awarded the Government contract as listed in the General Schedule of Supplies.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

November 25, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Excuse all who can be spared at oneoclock today

M. M. O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

OR

November 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to $1.36, covering insurance on shipments of minor coin, valued at $28,000.00 during the month of October, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F
inc

November 25, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company as follows:

#H/10/13698, 9/24/25, Denver to Kansas City, Mo. $5,000 in cents, . .	$154.50
#H/10/13914, 9/26/25, Denver to Houston, Texas, $20,000 in nickels .	279.26
#H/10/13907, 10/16/25, Denver to Minneapolis, Minn. $5,000 in cents .	179.73

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

F
inc

November 28, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Quarter eagles delivery one thirty nine passed

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 27, 1925.

Superintendent, United States Mint,

Denver, Colorado.

Sir:

Replying to your letter of November 24 requesting that this office arrange for the purchase of ten tons of nickel for delivery to your mint, I would suggest that it might be more practicable and convenient for you to invite bids directly from Denver, and I would suggest that you address letters to the following nickel dealers:

International Nickel Company, 67 Wall St., New York City.
United States Nickel Company, New Brunswick, New Jersey.
American Nickel Corporation, Clearfield, Pennsylvania.
Armand, Weill Co., 152 West 42nd Street, New York City.
American Smelting & Refining Co., 120 Broadway, New York City.

Respectfully,

R. J. Grant
Director of the Mint.

November 27, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am enclosing counterfeit half eagle found in a bag of [illegible] eagles shipped by your mint to the New York Federal Reserve Bank. I am enclosing tag found on bag in which the half eagle was found. Please [illegible] to replace this half eagle by check for the amount in favor of the Federal Reserve Bank of New York.

Respectfully,

R. J. Grant
Director of the Mint.

November 27, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am enclosing counterfeit half eagle found in a bag of half eagles shipped by your mint to the New York Federal Reserve Bank. I am enclosing tag found on bag in which the half eagle was found. Please send me either a new five dollar gold piece to replace this half eagle or check for the amount in favor of the Federal Reserve Bank of New York.

Respectfully,

R. J. Grant
Director of the Mint.

November 27, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The Bureau is in receipt of your letter of November 20th addressed to the Comptroller General, concerning suspensions in your accounts for the period April to June, 1925.

With reference to the last two paragraphs, would suggest that they be amended to eliminate the portions which have been lightly interlined in pencil, as it is considered probable that their retention might result in disallowance rather than allowance of the suspended item. It is also suggested that, if possible, a more complete justification of procurement procedure relative to voucher #257, for hauling, be given, stating the circumstances which precluded the feasibility of procuring competitive bids, or explaining the exigency, if purchase was under an exigency.

There is being quoted for your information Sec. 3709 R. S. from which it will be noted that competitive bids or contracts are not required under all circumstances, the exceptions being named in the Section:

> "All purchases and contracts for supplies or services, in any of the Departments of the Government, except for personal services, shall be made by advertising a sufficient time previously for proposals respecting the same, when the public exigencies do not require the immediate delivery of the articles, or performance of the service. When immediate delivery or performance is required by the public exigency, the articles or service required may be procured by open purchase or contract, at the places and in the manner in which such articles are usually bought and sold, or such services engaged, between individuals."

In view of the attitude of the Comptroller General's Office it is not considered wise to include in the letter the statement that the statute is observed "except in such cases where it is not feasible to do so". It is our understanding that the requirements of the statute are always complied with, the cases where competition is not had coming under the exceptions contained in the statute.

July voucher #271, Weicker T. & S. Co., is herewith inclosed with suggestion that it be more adequately supported as to procurement procedure.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

November 28, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Wire today average daily output quarter eagles and quickest possible time in which you can complete order for million putting weighing machines on overtime if necessary

Grant
Director

Cont. Ex. Mint Bureau, 1926.

November 28, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Receipt is acknowledged of your letter of November 25 requesting authority to purchase one #3, 18-inch, Elite, Underwood Typewriter, giving in excahnge one #10 Remington Typewriter. As it will be necessary for this office to know the cost of the Underwood machine to be purchased and the allowance to be made on the machine to be turned in, it is requested that your prepare another letter containing this information.

Respectfully,

R. J. Grant
Director of the Mint.

November 28, 1925.

Hon. Frank E. Shepard,
Superintendent, U.S. Mint,
Denver, Colorado.

Dear Mr. Shepard:

I wish to acknowledge receipt of a duplicate copy of the Coiner's Report for 1924. The original report was received at this office and is on file, but the duplicate, which was sent to Philadelphia, was lost in some way, probably on account of the death of Mr. Morgan about that time, and Philadelphia wanted a copy of the report for record in that office.

I have had some complaints from the Post Office Department in regard to the Denver Mint putting too much silver in the mail pouches. I understand the allowance is about 140 pounds, but this is rather heavy for the postmen to handle and tends to wear out the mail pouches, so that I would recommend where you can get a supply of mail pouches to cut your load down to from 70 to 80 pounds. This practice is carried out in Philadelphia and works very well.

Respectfully yours,

R. J. Grant
Director of the Mint.

November 30, 1925.

Superintendent, United States Mint,

Denver, Colorado.

Sir:

I am returning herewith oath executed by Mr. Malmstrom for the reason that it was not taken before a Judge of the United States, or a judge of some court of record in the State of Colorado, as indicated on the form. A blank form of oath is enclosed for proper execution, and immediate return.

Respectfully,

R. J. Grant
Director of the Mint.

December 1, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Requisition has been approved for advance to you the following to meet the expenses of your institution during the fiscal year 1926.

Salaries and Wages, Mint at Denver 1926 . .	$ 12,500.00
Contingent Expenses, Mint at Denver , 1926	4,000.00

Respectfully,

Director of the Mint.

P.

December 2, 1925.

Two Separate Messages

Superintendent, United States Mint, Denver, Colorado.
Superintendent, United States Mint, San Francisco, California.

Having in mind plan to start on dollars after Christmas and later dimes and minors how many dies will you require

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 2, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits bills of the American Railway Express Company, covering express charges on minor coin:

#H/10/14501, 10/23/25, Denver to Houston, $2,000 in cents, $83.20
#H/10/14500, 10/29/25, Denver to Salt Lake City,
$1,000 in cents 30.42

Respectfully,

R. J. Grant,
Director of the Mint.

f
inc

December 3, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Warrant number nine seven seven six for two thousand dollars issued December second Authorized make coin shipment

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 3, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Referring wire forward special assay coins promptly as possible Bureau will report by wire day coins received

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 4, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

In accordance with the recommendation contained in your letter of December 1 you are authorized to purchase from the Underwood Typewriter Company one #3, 18-inch Elite typewriter, at a cost of $87.50, it being understood that you will turn in to that company in exchange one #10 Remington Typewriter, PK 85375, on which the Underwood Typewriter Company will make an allowance of $20.00, making the net cost of the Underwood machine $67.50.

Respectfully,

R. J. Grant
Director of the Mint.

December 4, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

I have for acknowledgment your letter of December 1 relative to breaking the joint seal on compartment No. 21, of the main storage vault.

This letter will be authority for you to allow this compartment to remain at your disposal without restoring the joint seal.

Respectfully,

R. J. Grant
Director of the Mint.

December 4, 19251

Superintendent, U.S. Mint,
Denver, Colorado.

Upon completion gold start on dimes and minors favoring dimes

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 7, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Authorized break joint seal Suggest withdrawal liberal amount eagles for further use and restore joint seal

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 8, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

The Bureau has not been receiving monthly report that the melting records of the United States Mint at Denver have been examined, and the difference in weight before and after melting, also the percentage of loss in melting, are usual and fairly result from the nature of the deposit in each case.

Please forward this report regularly in future.

Respectfully,

R. J. Grant,
Director of the Mint.

December 9, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith please find one copy of your regular account current for October for amendment as per pencil notations thereon, to include the balance of seigniorage on hand at the beginning of the month with its subsequent deposit in the Treasury. Also please note the incomplete titles of appropriations, and absence of schedule of the certificates of deposit on reverse of account current form.

Also please find inclosed memorandum of bullion received and deposit certificate on bullion deposit #621 for amendment of name of depositor which appears differently on the two forms.

Please forward schedule of collections for the month of October for the purpose of carrying the three detailed items of seigniorage which accrued on subsidiary silver, nickel, and bronze coin and appears in total on the face of the account current.

Please forward return registered mail receipt covering the cash payment to McIntyre & Ringer on deposit #791.

Please refer to your copy of bullion abstract sheet, page three, and make correction in the footing of the melting column to read $171.80 instead of $61.80, and in footing of total charges column to read $1,506.47 instead of $1,606.47.

It is noted from your payroll for the first half of October that pay was deducted from A. M. Webb, Laborer at $4.00 per diem, for 9 days sickness without pay; notation of such absence does not appear on the monthly report of absence and efficiency.

Respectfully,

R. J. Grant,
Director of the Mint.

F:f
inc

December 10, 1925.

Hon. Frank E. Shepard
Superintendent, U.S. Mint,
Denver. Colorado.

Authorized deliver one hundred seventy thousand dollars in quarter eagles.

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 11, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Authorized purchase ten tons nickel from United States Nickel Company at thirty seven one half cents per pound

Grant
Director

Cont. Ex. Mint Bureau, 1926.

December 12, 1925.

Superintendent, U. S. Mint.,

Denver, Colorado.

Sir:

Will you please forward to the Bureau, in duplicate, on the form enclosed, abstract of the official record of Mr. Fred A. Buell, employed as an electrician at your mint from January 16, 1906 to July 22, 1906.

Respectfully,

R. J. Grant
Director of the Mint.

December 14, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Bill #H/11/14744 of the American Railway Express Company, in amount $3.59, covering express charges for 1 box dies October 20th, and 1 box dies October 23rd, 1925, Philadelphia, Pa., to Denver, Colo., has this date been forwarded to the General Accounting Office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

f

December 14, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits, bill #B/11/14742 of the American Railway Express Company, in amount $179.73, covering express charges, 10/24/25, Denver, Colorado, to Minneapolis, Minnesota, on $5,000 in new cents.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

inc
f

December 14, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Quarter eagles delivery one forty five passed

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

December 15, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Replying to your letter of Desember 11th, please be advised that you have correctly understood Bureau letter of December 8th, and monthly report of melting losses as reported in your letter will be satisfactory.

Repectfully,

M. M. O'Reilly

Acting Director of the Mint.

December 15, 1925.

Superintendent, U.S. Mint,
Denver, Colorado.

Sir:

Your attention is respectfully directed to page 16 of the Regulations for Mints and Assay Offices, relative to dies, and particularly to the four last paragraphs of that section of the Regulations which pertains to the inspection, destruction and report covering all coinage dies used during the calendar year.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

December 17, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Need all help you can give us on cents What is your maximum output next three days running overtime if necessary

O'Reilly
Acting Director

Cont. Ex. Mint Bureau, 1926.

December 17, 1925.

Superintendent,
U. S. Mint,
Denver, Colo.

Sir:

Bill of the Union Pacific Railroad Company, amount $6.03, covering express charges on one box stationery, Washington, D. C. to Denver, Colorado, October 31, 1925; has this date been forwarded to the General Accounting office for settlement, payable from your 1926 contingent appropriation.

Respectfully,

M. M. O'Reilly

Acting Director of the Mint.

P.

December 18, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Herewith for payment from the minor coinage profits, bills of the American Railway Express Company, as follows:

#H/11/15217, 11/3/25, Denver to Minneapolis, $5,000 in cents	$179.73
#H/11/15215, 11/14/25, Denver to Minneapolis, $5,000 in nickels, $5000 in cents	240.82

Respectfully,

Director of the Mint.

f
inc

December 22, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

There is being forwarded herewith, for payment from the minor coinage profits, bill amounting to 49¢, covering insurance in shipments of minor coin, valued at $10,000, during the month of November, 1925.

Checks should be drawn in favor of the payees, and in the amounts indicated on reverse of voucher, and should be forwarded to Marsh and McLennan.

Respectfully,

R. J. Grant,
Director of the Mint.

f
inc

December 22, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

Receipt is acknowledged of your letter of December 15 requesting authority to purchase from the Golbe-Wernicke Co., a letter file, guide cards and folders.

Referring the the price of $20.50 for the letter file, item #9264-d, it will be noted that this price is f.o.b. factory, for domestic shipment, and does not include carrying charges, for which allowance should be made.

In the item for guides and folders desired by you, it is noted that the unit is 100 in each case. It is customary when ordering small amounts to order the full unit.

If you will revise your request to request authority to expend an amount approximating the purchase price of the letter file, plus carrying charges, and to purchase folders and guides in the full unit, the Bureau will grant the authority.

Respectfully,

R. J. Grant
Director of the Mint.

December 23, 1925.

Superintendent, United States Mint,
Denver, Colorado.

Sir:

I am enclosing blank form of bond to be executed by Mr. Malmstrom and returned to this office. The Bureau will advise you when the bond has been approved by the Secretary's office, in order that you may deliver to Mr. Malmstrom the Commission I am forwarding to you today under separate cover.

Oath of office form is also enclosed. It will be necessary for Mr. Malmstrom to take this oath before a judge of the United States, or the judge of some court of record in the State of Colorado.

Respectfully,

R. J. Grant
Director of the Mint.

December 24, 1925.

Superintendent, U. S. Mint,
Denver, Colorado.

Sir:

Referring to your letter of December 18, relative to tracing linen, please be advised that this item is not included in "stationery" and is listed in the General Supply Catalogue under Nos. 1715 - 1721, including the item of waterproof India ink.

Respectfully,

R. J. GRANT
Director of the Mint.

December 24, 1925.

Superintendent,
United States Mint,
Denver, Colorado.

Sir:

Reference is made to our regular account current for the month of November - "Analysis of balance due United States", on reverse thereof. The amount stated as on deposit with the Treasurer, U. S., has been corrected to $16,367.02 and total changed to $18,644.90 to conform with balance as shown on face of the account current. It will be noted that the total balance was stated as on deposit with the Treasurer, U. S., and this added to the cash on hand.

With reference to the data explaining the composition of amounts included in certificates of deposit, it is suggested that in future these items be identified in terms of the printed wording in left hand margin on face of account current. For example, C/D #26, $2,620.62, is described as being "Bullion charges(prior)". This would be more readily understood by a person not thoroughly familiar with mint business had it been stated as "Deductions on bullion deposits" which is the printed wording of the line on which the item appers on the face of the account current.

Reference is made to the following differences on bullion abstract sheets: On page 1 the total of the parting and refining charges is 40¢ too high and the total of the alloy charges 40¢ too low; presumably the 40¢ alloy charge on deposit #838 was erroneously added to the parting and refining column. On page 2 the total of the alloy charges is 1¢ too high, 1¢ being shown in the alloy column as charged against deposit #883 but no charge having actually been made nor required. On page 3 the total of the parting and refining charges column is 1¢ too low. These errors make the month's total net differences as:- parting and refining charges 39¢ too high, and alloy charges 39¢ too low. It is suggested that adjustment be made following the totals of the abstract sheets for the current month.

Respectfully,

R. J. Grant,
Director of the Mint.

R:P

December 30, 1925.

Denver, Colorado.

Denver, Colorado,

H/11/15430	11/4	Houston, Texas		$2,000	$83.20
H/11/15428	11/10	Omaha, Nebraska	$2,000	1,000	47.06
H/11/15667	11/21	Salt Lake City		1,200	37.30
H/11/15648	11/21	Omaha, Nebraska		1,000	27.37
H/11/15216	10/25	Kansas City, Mo.		5,000	162.93

Acting